

Meeting Minutes

Project TT3 HOA Meeting – General Session 3/9/2020

Date and Time	Attendees
March 9, 2020 7:00pm 4430 W Kling St.	Manager: Calista Mendez Board: Michele Phillips, Bruce Watkins, Lisa Goldfisher, Gev Grgodjaian, Brenda Lambert Owners: Dave Phillips, Eric Hormell, Jeff Chaskin (4432 W Kling Unit), Andrea Kim, Teresa Wayne
Meeting Summary	
1.	Meeting called to order at 7:04pm
2.	Approved minutes from February meeting
3.	Open Forum <ol style="list-style-type: none">Jeff (Unit 4432) and Andrea (Unit 4436) came to the meeting to speak about Unit 4434, Karen's dog. Ex-boyfriend passed away; she kept the dog. The dog is well behaved when she's home, however, when she's gone the dog cries and yelps. This has been off and on for about two years now. Bruce suggested that Jeff and/or Andrea report it to the animal shelter. Calista suggested they do that first, then ONIT will issue a warning letter. Michele said it's against the rules (Pet Owners are also responsible to manage any excessive barking/noise). Karen will get a notice. Michele was sent the link to Burbank Animal Shelter http://animalservicerequest.com/WA2/BURBAlternate meeting options, Zoom, Skype, etc. if Coronavirus worsens.
4.	Pool Update <ol style="list-style-type: none">Dave showed attendees light blue/aqua tile sample and navy-blue marker. We're getting close to signing contract, Dave received it back today, 18 pages. HOA has given \$2,800 deposit so far to pool contractor, however, Teresa mentioned that the maximum by law is \$1,000.Filters, we'll go with replaceable cartridges rather than the DE filters.The storm drain, located around the pool, is currently running under the patios of Unit 4414 and Unit 4416) and exiting to the alley. It might need to be moved and will require some additional concrete work.Eric and Teresa are ok with top cast finish 1, which was originally chosen and addressed at February meeting. The concern is if the concrete/finish has color.The project will start mid-April and finish by July 1. Send weekly updates, timeline? Will the contractor provide temporary fencing, or do we need to provide?
5.	Status of balcony and garage beam repairs <ol style="list-style-type: none">Haven't started garage beams yet, will start this weekend or next week.Five balconies need to be repaired, should have done all five at once. They were not constructed the way originally thought. He will have to access the balconies to finish them. Unit 4450 (renter) would not give Higgins access. They need to finish the water proofing layer; balconies will have to be painted after the decking is done. Dave mentioned to Unit 4448 (Dahlia) about access, she kind of said ok, Unit 4412 (Sabrina) said ok, have not heard from Earma. Earma should get her renter to comply and send Calista copy of lease.Found a lot of termites and damage on the front side of the balcony. Higgins came and treated, but there was some damage to the 2x4's.Balconies are structurally sound, structural engineer signed off on them.

Meeting Minutes

Project TT3 HOA Meeting – General Session 3/9/2020

6.	<p>Plumbing Repair</p> <ul style="list-style-type: none">a. Cage out front for plumbing repair, 3 or 4 inspectors have come out. By code, had to have it permitted. There's now a backflow valve, which needs to be inspected once a year. City does not do the inspection. We will need to get an outside person/contractor. \$5/month added to bill for backflow. We have 3 meters. Cage project was \$11k and found leak that needed to be replaced for another \$3,400. Sand surrounds it, need to have wall built to hold sand, get a quote from gardeners. Need to borrow from reserves. Can we take balcony repairs out of reserve, since it's a structural repair? Calista will check.b. Filed a claim with the City of Burbank for damages to water line.c. Requested removal of tree on the parkway in front of 4426 Kling, on schedule for July.
	<ul style="list-style-type: none">d. Plumber needs to cut portion of tree root out so the irrigation system will work again. It was cut when city was doing repair.e. Cleaned the main drains this week also.f. The plumber ran the camera through Unit 4404's garage to inspect the drain. It appears about the same as it looked the last time we saw it. Your garage drain does not line up tight to the main drain line for the building. (This was part of a large sewer line project that was done sometime in 2015) The line is not leaking, and we will continue to keep an eye on it. The plumber will inspect again in the fall when the garage drains are cleaned.g. Michele will buy 10 new light fixtures for the balconies.
7.	<p>Calista gave February financial report.</p> <ul style="list-style-type: none">a. Delinquencies have been addressed. Prepaid insurance taken care of for Jan and Feb. We're negative \$5k YTD due to plumbing. We currently have \$20k cushion for the upcoming projects. Hold off on redoing election rules as we need to invest \$ in complex. Rules have to be adopted by board and owners. We should have verbiage written correctly by attorney.b. Calista is going to collect all of the ballots, hold them and pass them to inspector at the voting meeting in April.c. Michele and Gev will review February.
8.	<p>General Meeting adjourned at 8:17pm. Executive Session to follow.</p>