

Meeting Minutes

Project TT3 HOA Meeting – General Session 2/4/2020

Date and Time	Attendees
February 4, 2020 7:00pm 4424 W Kling St.	Manager: Calista Mendez Board: Michele Phillips, Bruce Watkins, Lisa Goldfisher, Brenda Lambert Owners: Dave Phillips, Jewel Fiorito, Eric Hormell
Meeting Summary	
1.	Meeting called to order at 7:04pm
2.	Approved minutes from January 2020 meeting
3.	No open forum comments
4.	Homeless on the property is not currently an issue
5.	Proposing the removal of the entry gate off of Kling since it's too short of a span between that gate and the new pool gate. It doesn't lock so it has no purpose. Getting bid to remove it, as part of the pool fencing project Majority of votes for round fire pit, L shaped bench, liquid chlorine, top cast 1 and fence 2. Dave submitted the requests to pool contractor. Once we have a contract, we will have the attorney review the contract. Picked out tile, lightest blue/aqua.
6.	Engineer was here on 02/01/20 to inspect garage beams and inspect balconies. Six beams need repair and three balcony decks need replaced as the waterproofing has failed. Two other balconies need minor repairs. There is also an issue of plumbing around some of the beams, that will need to be addressed when the beams are reinforced. We will need to add the category of SB326 (balcony inspections) to the reserve study that will be done in 2020. An estimate of \$27k will be needed for the beam and balcony repairs. Attorney recommended that we write up a policy regarding balcony repairs, and funds are added to the reserve to maintain the balconies. Calista said the reserve company said we can do the repair and take from the reserve, as long as it's a qualifying reserve expense/item. Engineer will write report about the repairs. Notice went out about how frequently waterproofing and maintenance should be done. Don't need to revise CCR's, but instead draft addendum. We will need to update the bylaws to include SB323 and also update our current election rules. Roseman said they'll do it, total cost around \$1k. Dave mentioned that we have a vendor that is less than CA Decking, came recommended. If we can get their insurance coverage, will save a couple thousand \$. Tony, Brick & Hammer is also available to do the balcony decks.
7.	Plumbing - Main line located in front of 4426 Kling. During previous repair by the City of Burbank, the workers noticed the tree roots were wrapped around pipes and pushing it up. The roots are what likely broke the pipes. New copper pipe from meter to pressure release valve, it will bypass roots. Will be the main water feed for building 5 (Units 4424-4438). Bid will likely be \$8k-10k. We have the plumbing budgeted, and will move forward with plumbing repairs once we receive the quote
8.	Within budget for insurance renewal, similar to last year. Insurance was approved.
9.	Calista - January financial report. Calista will make an additional account line for the prepaid pool assessment. IS vs budget, \$12k but need to back out assessment, leaves us \$3k in the green. Calista will give records to accountant for 2019 financial review. Michele and Brenda will review January.
10.	General Meeting adjourned 7:50pm, Executive Session to follow.