

The Bartlett  
Quarterly General Session Meeting  
July 25, 2006  
Los Angeles Athletic Club (Empire Room)  
431 W. 7th Street  
Los Angeles, CA 90014

BOARD MEMBERS

*Present:* Ramona Wright, William Larkin, Timothy Grant, Jerry Fernández, and Barry Shy (for half of meeting),  
*Absent:* Barry Shy (2<sup>nd</sup> Half of meeting)  
*Quorum present?* Yes

*Others Present:*

Richard Monson, CondoProperties, Inc.  
Jeff A. Beaumont, Esq., (Rapkin, Gitlin & Beaumont)  
Stephen May, Downtown Residential  
Scott Long, West Coast Valet

CALL TO ORDER:

The annual meeting of the membership was called to order at 7:02 p.m., by President Ramona Wright.

INTRODUCTION

Ms. Wright introduced the Board Members, Richard Monson of CondoProperties, Inc., and the Association's legal counsel, Mr. Jeff Beaumont. In addition, she asked new neighbors to stand and introduce themselves to meeting participants. Ramona Wright established the ground rules for the meeting, and changed the order of the meeting. Instead of having a general open forum, Ms. Wright established that Q&A sessions will be held after each presentation.

MEETING MINUTES

The last meeting minutes were from the 2006 Annual Meeting; therefore, they will be read at the next Annual Meeting in April, 2007.

PROCEEDINGS

**1. L.A. Athletic Club** is offering a \$200 initiation fee (discount from regular price of \$500). For Guest Pass & Tour, contact [Joel.guerrero@laac.net](mailto:Joel.guerrero@laac.net) or call him at 213-630-5204. (Offer expires 1/1/2007).

**2. Treasurers Report** (Tim Grant & CondoProperties, Inc.). The Treasurers Report is available online at [www.thebartlettbuilding.com](http://www.thebartlettbuilding.com).

- Mr. Grant gave an update regarding the Davis-Stirling Act, the Operating Budget, the current budget dues vs. the actual expenses, and new dues structure.
- He also reminded several units to call the management company to schedule the independent measurement.
- Afterwards, he continued reviewing the Financial Statement, and gave a quick overview of the Reserve Study and explained how the numbers were determined for the study.
- The negative cash flow in June was due, in part, to nearly \$20K outstanding dues and fees from homeowners, which were in collections.
- In 2006, \$1,800 was spent for legal counsel, which represents 0.03% of the Association's operating budget.
- In 2006, Filming Revenue so far is \$24K. Thank you Filming Committee. Part of the expenses related to the Historic Photo project, the floor buffing, and the block party are from funds earned through filming revenue.
- Reminder: homeowners should schedule measurements ASAP.
- Contact CondoProperties for any budget-related questions. They can be reached by email at [management@thebartlettbuilding.com](mailto:management@thebartlettbuilding.com).
- Financial information is no longer posted online, contact CondoProperties to request PDF copies of financial information.

**3. PRESENTATION: West Coast Valet.** Scott Long briefly updated the membership about the July 13<sup>th</sup> incident, where two guests of a resident entered the building with other guests, and were allegedly robbed. L.A.P.D. is investigating, and there are many details under investigation. CondoProperties as well as L.A.P.D. have the video as well. The video indicates that the door was closed at the time, and the concierge was on duty. The concierge will never be away from the desk for no more than 10 minutes at a time. However, there are some duties that will inevitably take the concierge away from the desk such as walking the building, walking the perimeter, checking into noise complaints, walking the roof, or following-up on any things that may be viewed on the security camera.

As a result, the following preventative measures have been completed:

- A doorstep has been placed outside the front door to prevent it from "locking" in the open position.
- Upgraded the door-closers on the security doors, and should be locked.
- New overnight concierge, who West Coast has more confidence in ...
- There are guidelines on how to get into the building (available on the website)
- Small package acceptance for residents.
- West Coast Valet would appreciate updated resident information to help them do their job better.
- Permission To Enter Form: designed to tell WCV how you want guests to enter your property. (guests, cleaning crew, maintenance, etc.)

- Help Secure Your Community: Information form reminding you how you can help keep *The Bartlett* secure.
- Anyone who visits the building should sign the log. This is the only way that WCV can qualify visitors to the building.

#### **4. Management Report.**

The President reminded attendees that the Association inherited an infrastructure that was not necessarily conducive to having 24-hour security. There are no public restrooms, and WCV and other contractors have to use the developer's restroom, the ventilation is inadequate for the concierge. In addition, residents involved in questionable activities have brought some of the building security issues to light. Ms. Wright also asked for volunteers to assist in helping make the community a better place to live. Discussions continued about reporting criminal activity—the concierge, the management company, or residents?

Management Report: Richard Monson (CondoProperties), discussed several issues regarding the state of the building. We are in process of approving a new cleaning company to have the floors cleaned and buffed. Also, many of the plumbing issues are currently being investigated and resolved. The Board will not be using HOA dues to pay for Eric to come onsite and conduct repairs for individual units. Whether you hire Eric privately to work on your property is your business, not the Board's.

Address issues related to security in the parking garage with Mr. Shy. The Board is NOT responsible for the parking structure; therefore, any matters related to the parking structure should be addressed with the parking structure owner. We cannot work on the Association's behalf with property that is not within our control. We are responsible for the common development, and if there are any issues within the common areas that you feel we could improve upon, please let us know.

Vice-President, Bill Larkin, discussed that we've secured two of the most vulnerable areas in the garage. One is the doorway that goes up the stairwell, and the doorway that goes into the elevators. People continue to leave the doors ajar/open. If you see anyone leaving the doors open, please correct your neighbors, because their actions leave the entire building open for access, if those doors are open. The posted signs continue to be torn down from the doors. Scott Long added that the doors no longer scrape on the floor, and that some residents prop the doors open to keep it open for unloading groceries, etc. However, please remove the props if no one is supervising the entrance. The concierge can assist residents in grocery unloading – just ask.

#### **5. Board Report:**

Ramona attended several meetings about the DASH bus service, and possibly extending service hours. The Board strives for the best customer service, so please let us know how we can help. The Board will be conducting an electronic survey to rate the Board, West

Coast Valet, and CondoProperties. We want your feedback. We want solution-based feedback.

Please consider running for a volunteer board position. Elections are occurring in April, at the 2007 Annual Meeting. Please make a commitment to your community and consider volunteering for the two positions up for re-election in April: Secretary and President.

The Board meets in an Executive Session monthly, and conducts membership meetings quarterly. Ramona will be writing a monthly e-newsletter to help keep communication alive within the building.

## **6. PRESENTATION: Downtown Residential**

Stephen May, Downtown Residential, introduced the real-estate agents in the building. He had five points to make regarding the state of *The Bartlett*.

1. We should face reality--the market has changed. It was a seller's market, but now it is a buyers market.
2. Previously, the real-estate market was investor-driven. The market is now developer-driven, meaning they build to sell for whatever they can get. Therefore, when selling your unit, you are competing against the developer.
3. If you do not need to sell—relax. The real-estate market is cyclical—it will come back around. If you DO need to sell, watch your timing. If you sell today, you will probably get more now vs. selling three months from now. Real estate agents are licensed to give real-estate advice.
4. Condos without parking spaces: We chose to purchase condo's without parking spaces. The price you paid was the without-a-parking-space price.
5. You cannot do anything about the fact that your property did NOT come with parking space. You CAN DO something about how to improve the common areas that would increase the value of the property, which would affect the resale value of your property.

## **7. Committee Reports (Film, Communications, A&D)**

Communication Committee – Social sub-committee gave a quick reminder to RSVP for the Bartlett Block Party to be held at 626 Reserve.

Filming Committee – Thank Dennis Hunter for his service-he is resigning from his position as chair. His guidance and efforts have given the Bartlett an excellent opportunity to continue earning revenue.

Architecture & Décor Committee – The committee gave a presentation (available at [www.thebartlettbuilding.com](http://www.thebartlettbuilding.com)) about the vision for the lobby and roof-top. Renderings of the roof were available for viewing.

Parking Committee – discussed that they have been trying to work with existing efforts to communicate with the developer to negotiate a parking agreement. They are also looking into parking options with nearby lots and structures.

**8. PRESENTATION: Jeff A. Beaumont, Esq., (Rapkin, Gitlin & Beaumont)**

Mr. Beaumont discusses parking and other important matters related to the HOA. He had 6 main points: His clients are “associations,” not individuals, not the board members. For over 30 years, they have represented Home Owner Associations. He provides legal counsel for various issues and legal advice related to *The Bartlett*.

1. Mr. Beaumont discussed what a HOA is, and the importance of the HOA acting on behalf of the membership regarding various issues in the HOA. He discussed the transition period between the Board taking control and the developer releasing control. There was not adequate transition time for the community in the beginning stage.
2. Unpaid assessments - collections. Mr. Beaumont explained the process of collecting money for HOA bills, and what the law requires to foreclose on property. No payment in 30-day, the attorney places a lien on the property, and the foreclosure process. The association has a duty to the membership to collect on behalf of all owners. Assessments are the life-blood of the community.
3. 2007 Annual Meeting – on July 1<sup>st</sup> Senate Bill 61 passed. Any election in a HOA has to be done under secret ballot, and using specific procedures.
4. Rooftop Amendment – This is a hotly-contested issue with homeowners. The amendment clarifies what can and cannot be done on the rooftop, and grants grandfather clause to existing fence structures. Note 6 in the Condo Docs. In essence, the roofs are common area, but the Board wants to clarify what can and can't be done, and more importantly that the community supports this issue. Due to various procedures and process, the board will consider moving the vote deadline forward.
5. Parking Issue – The issues primarily relate to see that everyone has parking in the building. The key is that it is all done in a manner that is not exposing the HOA to liability. In his opinion, the lifts do represent an issue of liability for the board and the Association. (Mr. Beaumont gave several examples and hypothetical scenarios regarding liability – available on the pod cast download). Lawsuit – the Board has no intent to file a lawsuit against Mr. Shy. The Board has every intent to provide parking for residents.
6. Mr. Shy – The Board's intent is to have a discussion with Mr. Shy, and provide a list of items that he is accountable for. If he cannot provide them, then the Board will request arbitration/mediation to resolve the issue. It is the Board's hope to resolve issues without having to enter into a lawsuit with Mr. Shy. Litigation is not the number one priority for the Board.

The Board is consulting with Mr. Beaumont as necessary, so attorney fees are not extravagant. Roof top issue, election instructions. Mr. Beaumont has not been involved in researching records on behalf of the Board, which has reduced the costs—volunteers from the community have been doing the research.

Ms. Wright reiterated that .03% of the Annual budget is spent on attorney fees. This is largely due to volunteers taking responsibility to do research on behalf of the HOA.

**OTHER BUSINESS:**

With the new law that became effective July 1, 2006, with strict voting procedures, and increased confusion from members on voting procedures, Ramona Wright felt it would be best to extend the deadline for voting on the roof top amendment. In addition, she felt that CondoProperties should provide clear instructions to homeowners about the specific process to vote using the new secret ballot method. The majority of members agreed.

MOTION to extend the roof top amendment deadline to August 31, 2006; seconded and passed by all present Board Members (Mr. Shy not present to vote).

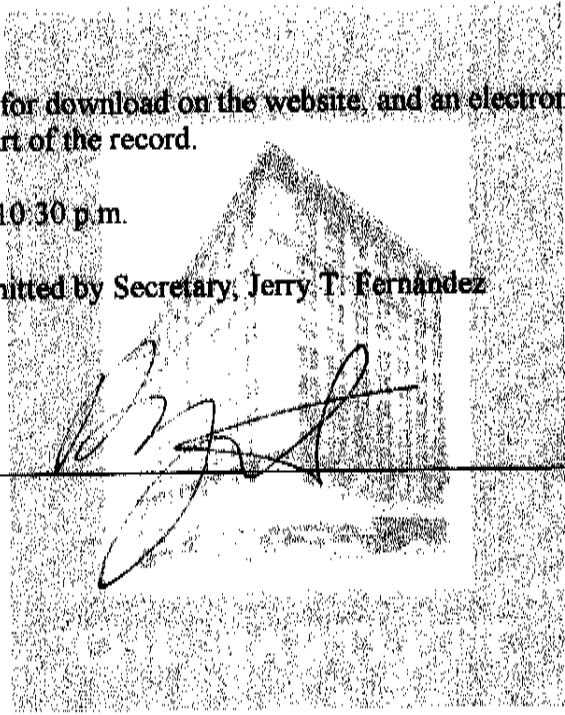
**OPEN FORUM**

The Q&A is available for download on the website, and an electronic multimedia presentation will be part of the record.

Meeting adjourned at 10:30 p.m.

Meeting Minutes submitted by Secretary, Jerry T. Fernandez

ACCEPTED \_\_\_\_\_



Date \_\_\_\_\_

9/14/06