

# Alvarado Community Association, Inc.

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## Board Meeting Minutes

January 15<sup>th</sup>, 2022

**Call to Order:** The duly noticed meeting of the Board of Directors of the Alvarado Community Association, Inc., held at the Alvarado Community Park in the city of San Diego, state of California, was called to order by the President at 9:01 AM.

**Roll Call/Quorum Establishment:** Quorum was met with 9 of 11 Directors in attendance.

**Board Members present:** President—Jose Reynoso, Vice President—Wayne Breise, Secretary—Stacey James, and Treasurer—Ken Klayman. Board Members: Steven Neu, Miguel Espinosa, Wes Hinkle, David Wiles, and Eric Poliak.

**Owners in attendance:** David and Debbie Hawkins, Karen Austin, Liz Missakian, and Jim Call

**Others in attendance:** Management representative, Katrina Wong with Associated Professional Services (APS).

**Prior Board Meeting Minutes:** Stacey motioned to approve meeting minutes from the December 3<sup>rd</sup> emergency meeting. Steve seconded. With no objections and no abstentions, the December 3<sup>rd</sup> emergency meeting minutes are approved.

Stacey motioned to approve meeting minutes from the December 8<sup>th</sup> special meeting. Steve seconded. With no objections and no abstentions, the December 8<sup>th</sup> special meeting minutes are approved.

**Public Comment:** Karen Austin is in contact with the head of communications at EDCO regarding the newly required Organics waste program. Once EDCO delivers individual household compost bins, she will coordinate distribution from the community park.

### **Presentations:**

Jose announced the City is looking for an Independent Budget Analyst to work with the Mayor and City Council. Applications due January 18<sup>th</sup>.

Members found tires dumped on a portion of the street/sidewalk along Yerba Santa outside the gates. The Association had them removed but had to pay \$700+ to recycle the tires since they were special tread. Austin is pulling the security camera footage to see if we can identify

who is behind the dumping. Councilmember Elo-Rivera has committed to help cover the expense.

**Ongoing Business/Committee Reports:**

**Treasurer's Report:**

Current Insurance coverage will expire on February 1, 2022. Two bids have been received. The Labarre/Oksnee renewal proposal for coverage with American Alternative Insurance came in at \$4,435 – less than the \$4,800 budgeted for 2022. The second bid from Hanover for essentially the same coverage was in excess of \$7,000. Ken motions to accept the Labarre/Oksnee renewal proposal with the authority to review forthcoming proposals expected from Farmers and Great American and select one if it proves superior to the Labarre/Oksnee proposal. Wayne seconds the motion. With no objections and no abstentions, the motion is passed.

Ken received the budget estimate for October, which includes a deficit of roughly \$20,000 through that date. The deficit is a result of unexpected legal fees.

**Property Manager's Report:** APS will coordinate with Nominations Chair to begin Board nominations. Nominations deadline tentatively set for March 8, 2022.

**Architectural Review Committee Report - July 2021 (Jose provided the report in Susan's absence):**

Houses approved and currently in destruction/construction mode:

Lot 25 – new home construction started 12-21-20

Lot 74 – Major remodel of existing structure – one year extension granted

Lot 107 – Major Remodel started April 2019 – Request for one-year extension approved – Permits issued 11-30-20 – Permits re-issued 01-2022

Pending:

Lot 27 – new home construction approved

Lot 28 – new home construction approved

Lot 63 – backyard cabana/garage freestanding addition

Approvals:

Lot 2 – remove 3 trees – 1 dead & 2 causing drainpipe damage

Lot 29 – remove exterior wood and replace with stucco similar color

Lot 40 – replace trees removed without approval – roots caused damage to foundation and plumbing – working with Lot 39 owners to plant new ones

Lot 47 – replace windows & solar

Lot 51 – solar

Lot 53 – remove 3 diseased Canary Palms

Lot 58 – solar

Lot 61 – resurface driveway

Lot 65 – outdoor kitchen on side yard patio (assume 5 ft setback was given during original remodel)

Lot 66 – variance request to replace existing fence on south side and adding side yard BBQ/kitchen area – this lot has no back-yard area for any entertaining – Lot 67 owners are in agreement and will share the cost of the fencing

Lot 67 – replace side yard fence – possible variance needed due to topography of Lot 66. The variance would result in a 7 ft. fence height for Lot 67 with a 6 ft. fence height for Lot 66. The fence will feature concrete base, which results in the raised height for Lot 67. Both neighbors have agreed to split the cost of fence.

Steve motions to approve the setback variance. David seconds. With no objections and no abstentions, the setback variance is granted.

Lot 70 – new roof

Lot 73 – insurance requested removal of trees next to house

Lot 84 – curb cut to access back yard

Lot T-1 – replace fascia along the roof

Lot T-2 – addition to expand garage

Lot T-8 – remodel/addition

Completions:

Lot 2 – remove 3 trees – 1 dead & 2 causing drainpipe damage

Lot 53 – remove 3 diseased Canary Palms

Requests:

Lot 25 – one year extension of construction

Lot 26 – with regard to Lots 25, 27 & 28 and any walls in plans to build – owner to be kept in loop regarding any building with regard to privacy, view & lighting.

**Gate Operations Committee Report:** Gate computer hard drive is fried so no new codes can currently be entered. Steve has data backed up on CDs. He and Austin are working on replacing the hard drive to be able to distribute new clickers.

**Common Area Maintenance:** Jose reports the new fountain is in place and works perfectly. The initial the price was \$6,000, but the final price is in the \$4,000 range. The cost will not impact the budget because it is a capital reserves expense.

**CACC:** The original purpose of the separate 501(c)3 Jose established was to allow the CACC to apply for grants and obtain insurance via the 501(c)3. The 501(c)3 could also collect tax deductible donations. The vision has now diverted and the 501(c)3 coalition is being merged back into the CACC. The board will now be split in 2: a City-driven planning board and the College Area Community Council with a smaller 12 person board. Every community can select a board member as its representative.

Karen Austin has volunteered to represent Alvarado Estates Community on this board. Karen comes with plenty of experience working with community foundations. Jose motions to nominate Karen Austin to the College Area Community Council. Stacey seconds. With all in favor and none opposed, Karen is nominated to the Council.

**Safety/Security Committee Report:** David and Eric attended an info meeting to start a Fire Safety Council. In order for Alvarado to start its own council they will need a logo and officer/representative to present at County meetings. In return Alvarado receives county-wide leverage, grant money and potential legal assistance.

Jose motions for the Safety committee to proceed with establishing a council to

affiliate with County fire safety group. David seconds. With all in favor and none opposed, the motion is passed.

**Communication/Technology:** New laws allow the Association to post meeting notices to its Website to fulfill noticing requirements instead of sending through email/regular mail. Jose proposes creating a password protected website section for members to access meeting minutes and notices.

Jose motions to hire a website coordinator to assist Austin in building the password-protected section and with general website administration at about \$50 a month. Stacey seconds. With all in favor and none opposed, the motion is passed.

**Community Clubhouse Ad Hoc Committee:** *Clubhouse Legal Update* – We are still waiting for the analysis from the Seltzer attorney. Once received, Jose will call an executive meeting to discuss and decide between the options.

The Clubhouse may need a more expensive water management system to meet code.

**Rules Committee:** Wayne has compiled a draft of proposed clubhouse use Rules and Regulations from other community examples. Wayne will re-circulate that draft for review and comments from the Board. Jose asks the board to please review and give feedback in advance of the coming executive session.

An owner has asked the Board to consider re-visiting the motor home policy. That owner requests to make the policy more specific. David will follow up with this neighbor to explain the historical legal diligence the Board did regarding the motor home rules. This resulted in leaving the rules intentionally vague so as not to contradict City/State regulations.

**Social Committee Report:**

There are no events scheduled until Annual Meeting on Saturday May 14th.

**New Business:**

Jose motions to appoint Marshall Lewis to serve as Inspector of Elections for the May 14<sup>th</sup> Board Election, subject to Marshall's written approval. David seconds. With all in favor, no abstentions, and none opposed, the motion is passed.

**Calendar:** Next Board meeting is scheduled for Tuesday, February 8<sup>th</sup>. Jose will try to coordinate a meeting location in person. Details to follow via email and in meeting notice.

**Adjournment:** There being no further business, the Board meeting adjourned to executive session at 10:24 AM.

Minutes respectfully submitted by K. Wong.

Secretary Certification:

Minutes approved during the Board Meeting held on\_\_\_\_\_.

Signed:\_\_\_\_\_, Stacey James - Board Secretary