

Alvarado Community Association, Inc.

Board Meeting Minutes

April 12th, 2022

Call to Order: The duly noticed meeting of the Board of Directors of the Alvarado Community Association, Inc., held at the offices of Associated Professional Services (7007 Mission Gorge Rd # 201, San Diego, CA 92120) in the city of San Diego, state of California, was called to order by the President at 6:03 PM.

Roll Call/Quorum Establishment: Quorum was met with 10 of 11 Directors in attendance.

Board Members present: President—Jose Reynoso, Vice President—Wayne Breise, Secretary—Stacey James. Board Members: Steven Neu, Austin Hong, Miguel Espinosa, Wes Hinkle, David Wiles, Susan Crisafulli, and Eric Poliak.

Government Representatives: Mark Peterson and Robert Raynor

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

Prior Board Meeting Minutes: Stacey motioned to approve meeting minutes from the March 8th open board meeting. Jose seconded. All voted to approve except Stacey who abstained due to being absent at the March meeting. The March 8th open board meeting minutes are approved.

Stacey motioned to approve meeting minutes from the March 8th executive session. Jose seconded. All voted to approve except Stacey who abstained due to being absent at the March meeting. The March 8th executive session meeting minutes are approved.

Public Comment: None

Presentations:

Mark Peterson (SDSU Police)

- In March, there were 3 DUI arrests and 5
- Drug (un-used prescriptions) take back event on 4/30 from 10am-2pm
- NCAA 1st and 2nd round tournament events will be held at Viejas Arena. Expect traffic near Yerba Santa and parking enforcement in area.
- SDSU Commencement planned for May 13th-15th. Traffic plan will be enforced

Officer Robert Raynor (SD Police Community Relations Officer)

- Officer Raynor reported March statistics for crime in college area

Ongoing Business/Committee Reports:

Treasurer's Report (Provided via written report by Ken):

December 2021 Financial Statement: Ken pointed out that the in-house prepared financial statements for December 31, 2021, contained several errors. Since the December statement is the starting point for the annual audit conducted by Stephen DeMaine, CPA, Ken is working with APS to revise the statement. That statement should be included in the Directors' packet. According to the revised December statements, the Association had a net income of \$32,944 and a net deficit of \$7,377 for 2021. The Association budgeted a \$40,321 net income and a \$-0- surplus/deficit for 2021. The term "net income" does not include the amount representing the annual addition to the Capital Reserve account. The "net surplus" or "net deficit" equals the net income less the annual contribution to the Capital Reserve account. The annual contribution to the Capital Reserve account is not considered an expense; rather, it is merely a transfer from the Association's operating funds to the Capital Reserve funds. Ken noted that this is the first year since he has been treasurer that the Association has incurred a deficit. It should also be noted that this number may be increased or decreased once the audit report is completed and finalized.

February Financial Statement: Also included in the Directors' packet is a copy of the February 28, 2022 financial statement. According to that statement there is over \$250,000 in the Association's general operating bank account with Alliance Bank.

Stacey made a motion to authorize Ken to transfer an amount, to be determined by him, from the Alliance Bank account into the Wells Fargo Advisors brokerage account. Steve seconds. With none opposed and no abstentions, the motion is passed.

Wells Fargo Advisors Clubhouse Account: As of March 31, 2022, the balance in the Association's Clubhouse account is \$346,025.96, representing \$346,000 in voluntary donations from 25 lot owners, and \$25.96 in interest. The last deposit was made on September 22, 2021.

2021 Annual Audit: A draft of the 2021 audit report and the 2021 federal and California Tax Reports will be sent out on Monday, April 11th.

Elite Billing: Ken addressed billing issues with Elite Show Services, Inc., which he is

working with Elite to resolve.

Capital Reserve Study: Sometime in June or July, Ken will begin the process with Sonnenberg & Company to complete the Reserve Study for 2022.

Property Manager's Report: APS and Marshall Lewis will work together on preparing and mailing the annual Director Election voting packets at least 30 days prior to the May 14th annual meeting. Jose and Katrina finalized the annual meeting agenda which will be included in the packets.

Architectural Review Committee Report - April 2022

Houses approved and currently in destruction/construction mode:

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

Lot 28 – new home construction permitted plans approved 3-3-22

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 63 – backyard cabana/garage freestanding addition

Approvals:

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

Lot 42 – sports court on side yard

Lot 47 – replace windows & solar

Lot 51 – solar

Lot 52 – new mailbox

Lot 55 – preliminary approval of home addition

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. Setback approved by Board vote at the January 15th Board meeting.

Lot 70 – new roof

Lot 73 – insurance requested removal of trees next to house

Lot 84 – curb cut to access back yard

Lot 110 – Fencing

Lot 112 – front yard landscaping remodel

Lot T-1 – replace fascia along the roof

Lot T-2 – addition to expand garage

Lot T-8 – remodel/addition

Completions:

Lot 40 – paint the purple walls the same color as the house

Lot 110 – Solar & roofing

Requests:

Lot 15 – temporary storage pod due to flood

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.

Lot 28 – final approval of city permitted plans *The Board voted to grant Lot 28 its approval at March 8 meeting. All Directors voted in favor of approval with no abstentions.*

Lot 83 – temporary storage pod. *The Board voted to approve the temporary storage subject to the storage being off street and behind the gate at the March 8 meeting. All voted in favor of granting the temporary storage with no abstentions.*

Gate Operations Committee Report: The kiosk needs a new cleaning person. The damaged computer can now be accessed but resident codes must be manually re-entered. Board discussed hiring someone to accurately handle sensitive Owner data.

Common Area Maintenance: no updates.

CACC: Community plan update – City released survey feedback and identified two topics for community comment: Boulevards and the “15 Minute Communities”. City wants to upzone entire neighborhoods to 3-4 story townhouses. At the recent CACC election, Jose was elected as a write-in candidate but is undecided on accepting the position. Karen Austin is Alvarado’s representative on the Planning Board which separated from the CACC in 2021.

Safety/Security Committee Report: Committee met with SD Police Officer, Robert Raynor who called Alvarado one of the safest communities in the City. Given the uptick in break-ins lately, crimes must be documented with police reports so they can be accurately tracked by SDPD. The corner of Palo Verde needs a new stop sign and the bush trimmed around it to keep the sign visible. Wes will collect the addresses of Lots that need to trim/remove bushes to increase driver visibility and improve pedestrian safety. Otherwise, the HOA will remove and bill the owners.

Communication/Technology:

During the January meeting, the Board passed a motion to hire a web assistant to set up a password protected section for members. Meeting minutes can then be posted under password protection. Access to notices/agenda will not be password protected. Going forward, meeting agendas will be posted to the AE website at least 4 days in

advance of meetings.

Community Clubhouse Ad Hoc Committee: Wayne motions to approve the committee's prepared ballot package as presented, to assure a community-wide voice, collect 100 ballots prior to counting, and to appoint Marshall Lewis as the Inspector of Elections. David seconds. All Directors present voted in favor save for Steve who abstained. With the majority in favor, the motion to approve the Clubhouse ballot package passes.

Miguel motions to include 2 additional photos in the Clubhouse promotional materials, to be provided by Eric and Wes. David seconds. All Directors present voted in favor save for Steve who abstained. With the majority in favor, the motion is approved.

The next steps will be to present materials to community at the annual meeting and hold a community forum at that time, and then put the Clubhouse to a vote of the owners.

Rules: Early draft of Clubhouse Rules will be included in the clubhouse package even though not yet adopted by Board.

Social Committee Report: Annual Meeting on Saturday May 14th @ 3pm
Golf Tournament Saturday June 4th 4 to 6 pm

New Business: Miguel is to become the new chair of the Architectural Committee. Susan will work with Miguel over the next 4 months to help transition before her travels.

Calendar: Next meeting is the Annual Members meeting on May 14th, 2022

Adjournment: There being no further business, the Board meeting adjourned at 8:20 PM.

Minutes respectfully submitted by K. Wong.

Secretary Certification:

Minutes approved during the Board Meeting held on 7/12/22

Signed: Stacey James, Stacey James - Board Secretary