

Board Meeting Minutes

September 9, 2025

Call to Order: The duly noticed meeting of the Board of Directors of the Alvarado Community Association, Inc., held in person at the Community Park of the Alvarado Community Association in the city of San Diego, state of California, was called to order by the President at 6:01 PM.

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

Board Members present: President—Jose Reynoso, Secretary—Stacey James, Treasurer—Ken Klayman, Vice President – Wayne Breise

Board Members: Steve Neu, Eric Poliak (via phone), Wes Hinkle, Miguel Espinosa, Liz Missakian, Austin Hong, and John Chiles

Board Members absent: None, although Liz Missakian was not able to attend the entire meeting

Guests: No guests

Others in attendance: Vander Turner with Associated Professional Services (APS)

Motions from Executive Session:

- Motion was made, seconded, and unanimously carried to approve a payment plan for APN 461-443-03-00 in the amount of \$500 paid over the remaining 4 months of 2025 (September, October, November, December) to bring the account current. Upon January 1st, 2026, the owner will be required to pay dues either Annually or Quarterly as required by the governing documents of the Association.

Minutes for approval:

- Motion was made, seconded, and unanimously carried to approve the July 8, 2025, meeting minutes with one amendment. (11-0)

Public Comment: None

Treasurer (Ken):

- Reviewed status of finance accounts & balances to date.
- Noted no issues were identified with the May and June financial statements as presented.
- New insurance proposals presented to the board expressing the pros and cons of both proposals. Board was reminded why the policy period was changed to October to better align with annual budgeting process.
 - o **Motion was made, seconded, and unanimously carried to approve the insurance renewal with Travelers Insurance without financing in a total premium amount of \$20,998. (11-0)**
- The Board reviewed and discussed the 2025 reserve study as well as the presented draft 2026 budget.
 - o **Motion was made, seconded, and unanimously carried to approve the draft reserve study with amendments to the remaining useful life of all asphalt street coatings to reflect the same useful life across all line items. Board also agreed to follow Option 3 for “recommended funding” and adjust the draft budget accordingly. (11-0)**
- The Board agreed on various edits to the presented draft budget, which will be presented as a final draft at the October meeting. Approval of the budget is anticipated at the October meeting.

Property Manager’s Report (Vander):

- APS continues to execute board instructions. No current updates from APS. Annual disclosure work can commence once finalized Reserve Study and Budget are received.

Architectural (Miguel):

- Current Construction
 - o 4605 Yerba Santa Drive – Home remodel in process
 - o 4655 Yerba Santa Drive – Home remodel in process
- Approvals
 - o 5443 Fremontia Lane – Approved street trenching from telephone pole to the property to add underground wires. Project scheduled for early September

- 5431 Yerba Anita Drive – Approved new backyard pergola on existing concrete patio.
- Completions
 - 5660 – Toyon Rd. – New home construction completed.
- Miscellaneous
 - 4605 Yerba Santa Drive – A wooden shed was placed adjacent to the rear fence-line in violation of the 20 foot rear setback restriction. The homeowner agreed to have the shed moved by the end of September.

Gate (Steve):

- No Report presented

Common Area (Jose):

- Proposal from Jose to Board about quarterly maintenance of Montezuma and Fairmount through brush clearing and trash clean up and possibly using grant money for Fire Prevention. Will discuss with Eric if this is a possibility.

CACC/CAPB (Jose):

- Jose discussed status of response to the updated Community Plan.

Streets (Wes):

- Street maintenance is up to date.
- Jose continues his follow-up with the City Transportation Department about undergrounding.
- Concern was raised about the first unit to the right of the entry gate having a very large dumpster in front of their unit and a request to move that dumpster somewhere else so it is not in direct view of the common area upon entry.

Safety/Security (Eric):

- Nothing significant to report.
 - August 11, 2025, fire broke out along Fairmount, but was quickly put out with no significant damage.
 - Follow-up on May 10, 2025 incident where a car caused damage to the entry gate arm. A letter has been sent to the vehicle owner requesting payment for the repair.

Communications/Technology (Austin):

- No report.

Social (Jose & Eric):

- Gerri Sander and Peggy Han have volunteered to fill the role of neighborhood "ambassadors," to greet new residents and provide condolences to the family when an owner has passed away.
- Board discussed possible cost to purchase AV equipment for community movie nights now that previously used video equipment that was borrowed from an owner is no longer available.

Park Development Ad Hoc Committee (Eric):

- Several promises of additional donations but no new checks in hand currently.

Safety Enhancement Ad Hoc Committee (Liz):

- Liz presented follow-up research on Safe Passage Solutions, an AI guard service, and presented some pros and cons to the service.
 - o Currently unclear if the community would truly benefit from the implementation of the service or if execution and installation of the service is possible with the geographic location of the entry gate.
 - o Liz will reach out to Safe Passage Solutions to have someone come out and inspect the property to see if installation is viable. Austin will join to assist with any technical questions the inspector might have.
- Board discussed proposals for additional gate attendant hours on Sundays after the informal vote at the annual meeting in May.
 - o **Motion was made, seconded, and carried to do a test run of six additional gate attendant hours on Sundays over the coming holiday season, starting October 20, 2025 and going through January 20, 2026. If no significant change is noted, gate attendants will revert to the current schedule of hours. (9-2)**

Rules Committee

- Board reviewed and discussed a small update to Rule 8.01 which currently refers to the

community streets as "private streets," which is incorrect. Rule update will change this reference to "controlled-access streets," which aligns with the rest of the governing documents.

- **Motion was made, seconded, and unanimously carried to have management send out the rule update to membership for the 28-day review period. Board is set to adopt the rule update at the October meeting pending review of any comments received from membership. (11-0)**

Adjournment: There being no further business, the Board meeting adjourned at 7:23 PM.

Minutes respectfully submitted by Vander Turner.

Secretary Certification:

Minutes approved during the Board Meeting held on_____.

Signed: _____, Stacey James - Board Secretary