

# Alvarado Community Association, Inc.

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## Board Meeting Minutes

July 12<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 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 11 of 11 Directors in attendance.

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

**Government Representatives:** SDPD Officer Robert Raynor and Jeffrey Nguyen for Council Member Sean Elo-Rivera

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

### Proposed Clubhouse Ballot Count:

Inspector of Elections, Marshall Lewis tallied the clubhouse ballots.

Results: 60 votes in favor, 45 votes not in favor, 3 abstained

Per the Association's ByLaws, the Club house votes fell short of the needed 66% to pass.

**Prior Board Meeting Minutes:** Stacey motioned to Organizational Board meeting minutes from the May 14<sup>th</sup>, 2022. David seconded. All voted to approve, none abstained. The May 14<sup>th</sup>, 2022 Organizational Board meeting minutes are approved.

Stacey motioned to approve meeting minutes from the June 6<sup>th</sup> executive session. David seconded. All voted to approve, none abstained. The June 6<sup>th</sup> executive session meeting minutes are approved.

Stacey motioned to approve meeting minutes from the April 12<sup>th</sup> executive session. David seconded. All voted to approve, none abstained. The April 12<sup>th</sup> executive session meeting minutes are approved.

Stacey motioned to approve meeting minutes from the April 12<sup>th</sup> open board meeting. David seconded. All voted to approve, none abstained. The April 12<sup>th</sup> open board meeting minutes

are approved.

**Public Comment:** None

**Presentations:**

Officer Robert Raynor (SD Police Community Relations Officer)

- Officer Raynor reported July statistics for crime in college area
- One reported homicide (suspect arrested) and 3 domestic violence incidents
- Officer Raynor acknowledges increased transient activity crossing through gates. Leave no visible valuables in cars and lock doors
- SDPS lost 40% of police force over recent months so response times delayed

Jefferey Nguyen on behalf of Councilmember Sean Elo-Rivera

- HAFSA aware of the homeless encampment in the Caltrans area
- NCPS applications are now open for organizations/non-profits to apply for funding
- Large item move out event at Presbyterian Church on 8/6/22 at 8-11am

**Ongoing Business/Committee Reports:**

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

Draft 2021 Audit: As of May 2022, DeMaine has calculated a net deficit of about 32k largely due to legal fees. Ken notes a difference in accounting for capital reserves now being categorized as a "Liability" due to a update in auditing standards.

***Ken motions to approve the 2021 Audit as presented and authorize Ken and APS to sign for the finalized copy. David seconds. With all in favor and no abstentions, the motion passes.***

DeMaine Engagement 2022 Audit Services: ***Ken motions to approve engaging DeMaine for 2022 audit services for \$1275. David seconds. With all in favor and no abstentions, the motion passes.***

Sonnenberg Reserve Study Services: ***Ken motions to approve engaging Sonnenberg for 2022 Reserve Study services. David seconds. With all in favor and no abstentions, the motion passes.***

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: Ken will finalize contact owners who donated to initiate refunds.

**Property Manager's Report:** none

**Architectural Review Committee Report - July 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 8 – new exterior paint

Lot 28 – back yard cabana

Lot 42 – sports court on side yard

Lot 51 – solar

Lot 52 – new mailbox

Lot 55 – preliminary approval of home addition (Arch comm fee of \$750 not received)

Lot 57 – new trim color

Lot 58 – Solar

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 15<sup>th</sup> Board meeting.

Lot 70 – new roof

Lot 73 – insurance requested removal of trees next to house

Lot 84 – replace front yard fencing, new landscaping & gate to make motor home hardly noticeable

Lot 110 – artificial turf front yard

Lot 112 – front yard landscaping remodel

Lot 114 – new exterior paint and roof repairs

Lot T-2 – addition to expand garage

Completions:

Lot 84 – curb cut to access back yard & – replace front yard fencing

Lot 110 – Fencing

Lot T-1 – replace fascia along the roof

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:** Steve reports gate is still operational

**Common Area Maintenance:** Jose had Polly remove fire hazard brush.

**CACC:** Community plan update – still in progress. The City and the CACC have differing visions. Jose will attend a meeting on July 13<sup>th</sup>. Karen Austin is Alvarado's representative on the Planning Board which separated from the CACC in 2021.

**Streets:** Wes has identified some areas of low visibility. He will ask owners to clear bushes to lessen danger of car accidents.

**Safety/Security Committee Report:** Eric met with Kensington Fire Council on 4/13/22 to exchange ideas. Eric plans to meet with Fire Chief, Daniel Eddy for help with Master Permit to clear dangerous bush in the canyons as an Association. Protected Land will complicate that. They will apply for fire protection funds next year. Polly Landscaping will do his annual Yerba Anita debris clearing. Owners of those lots will be charged for their share of the project.

**Communication/Technology:**

Austin switched email list service to mail chimp which is much easier to use. They will establish one community wide password to access Meeting minutes on the website. 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:** Because the clubhouse vote did not pass, Ken will initiate contacted owners to ask if they want refunds. 27 owner in total donated.

The Board will put out another survey and reassess.

***Stacey motions to initiate refunds process for those owners who request refunds in writing (excluding bank interest). David seconds. All in favor with no abstentions.***

***The motion passes.***

**Social Committee Report:** Ice cream social on July 30<sup>th</sup> with an antique car show after from 2:30-3:30pm

**New Business:** none.

**Calendar:** Next meeting is on September 13<sup>th</sup>, 2022

**Adjournment:** There being no further business, the Board meeting adjourned at 6:47 PM.

Minutes respectfully submitted by K. Wong.

Secretary Certification:

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

Signed: , Stacey James - Board Secretary