

# Alvarado Community Association, Inc.

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## Board Meeting Minutes

April 11<sup>th</sup>, 2023

**Call to Order:** The duly noticed meeting of the Board of Directors of the Alvarado Community Association, Inc., held via video conference and in person at the offices of Associated Professional Services (7007 Mission Gorge Road, Ste 201) in the city of San Diego, state of California, was called to order by the President at 6:00 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, Treasurer – Ken Klayman (remotely). Board Members: Steven Neu, Eric Poliak, Austin Hong (remote), Miguel Espinosa, Karen Austin, and Wes Hinkle

**Board Members absent:** David Wiles

**Government Representatives:** None

**Homeowners Present:** none

**Others in attendance:** Katrina Wong with Associated Professional Services (APS)

**Government Reports: None.**

**Prior Board Meeting Minutes:** Stacey reviewed the February 14<sup>th</sup> meeting minutes. Stacey motioned to approve the February 14<sup>th</sup>, 2023, executive meeting minutes. Jose seconded. With all voting in favor, the February 14<sup>th</sup>, 2023, executive meeting minutes are approved.

Stacey motioned to approve the February 14<sup>th</sup>, 2023 open board meeting minutes. Jose seconded. With all voting in favor, The February 14<sup>th</sup>, 2023 open board meeting minutes are approved.

**Public Comment:** None

**Ongoing Business/Committee Reports:**

**Treasurer's Report (Jose):** 2022 Audit update: DeMaine Auditors are still reconciling the legal fee discrepancies. Once Ken is back in town, he will meet with both to resolve this

and finalize a draft audit review report for Board approval.

**Property Manager's Report (Katrina):** Katrina reviewed annual meeting timeline. Katrina spoke with this year's inspector of elections, Liz Missakian, to review her duties. APS has assembled voting packages to go out in the mail by April 13th. If finalized, the packages will include also the draft Audit review report.

**Architectural Review Committee Report (Miguel)** – Steve reports a motorhome parked permanently on a neighbor's property. Committee will reach out to owner. Lot 17 is replacing the roof. Lot 51 will pay for removal of dead shrubs and install bamboo privacy wall. Lot 74 landscaping application is pending.

**Gate Operations Committee Report (Steve):** The gate usually operates normally but sometimes the system stalls and requires manual re-start. Equipment vendor will review it because it is under warranty. Functionality is a concern if Steve is not available to re-start. Repair costs for the gate if it is broken by a vendor working for an owner should go to owner and Committee will instruct APS to send letters if an owner needs to pay for gate maintenance.

**Common Area Maintenance (Jose):** Dog park water fountain leaking – Jose to follow up with the repairs.

**CACC (Karen):** During 4/19 bike anywhere event, CACC is sponsoring pit stop at Tokyo Sushi.

**Streets (Wes):** No updates. Wes will work on pot holes now that rain is stopped. ADA ramps look to be \$1500-2000 per Wayne. The committee will make plan to install ramps and cut curbs for access to the park. Curb cuts might be completed during utilities undergrounding – could ask to install ramps then and not have AE pay for it.

**Safety/Security Committee Report (Eric):**

Karen reports a dog off leash – A community letter will go out from APS or reminder published in newsletter. Eric reported a transient was loitering on an owner's vacant

lot and members asked him to leave. Board discussed how best to estimate Alvarado Estates population for grant writing purposes.

**Communication/Technology (Austin):** Austin built a new website featuring more organization of documents and a members-only log in. The Board is still finalizing what content should be member-password only. The new website is on track to be published by the May Annual meeting. Austin will publish new park rules to both new and old site.

**Social (Jose):** Next even is the annual meeting in May.

**The 75th Anniversary Committee (Karen):** Eric requests the committee be given a table with video loop playing at the annual meeting. Eric motions to grant \$400 in funds to support 75th Anniversary events. Wayne seconds. With all voting in favor, the motion passes. Group is planning on installing a display/installation at the Gate to commemorate anniversary. Will also publish to newsletter return of home tours. Include green waste flyer in mailed voting packets.

**Park Development Ad Hoc Committee (Wayne):** Several owners representing diverse viewpoints joined committee. Next step is to develop a new voting ballot.

**New Business:** No new business.

**Calendar:** Annual Meeting, Sat. 05/13/2023 3:00 PM in our park

**Adjournment:** There being no further business, the Board meeting adjourned at 6:45 PM.

Minutes respectfully submitted by K. Wong.

Secretary Certification:

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

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