

# Alvarado Community Association, Inc.

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## Board Meeting Minutes

March 9, 2021

**Call to Order:** The duly noticed meeting of the Board of Directors of the Alvarado Community Association, Inc., held via WebEx Tele-videoconference, 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 9 of 11 Directors in attendance.

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

**Others in attendance:** Management representative, Katrina Wong with Associated Professional Services (APS), Officer Jon Steffen with the San Diego Police Department, Jefferey Nguyen with the office of City Council Rep. Sean Elo-Rivera, Stephanie Estrada with the office of Mayor Todd Gloria, and David Vance, Community Representative with the Office of Congresswoman Sara Jacobs.

**Prior Board Meeting Minutes:** David moved to approve minutes from the prior February board meeting subject to corrections made by the Board. Motion seconded by Susan, carried, and the Minutes from the January 9, 2020 Open Board Meeting with corrections were unanimously approved.

**Public Comment:** No issues brought before the Board.

### **Presentations:**

Officer John Steffen, San Diego County Police Department Community Relations –

In the last 30 days, Officer Steffen reports 2 property related crimes in Alvarado Estates. Both incidents were related to unlocked doors, cars, or garages. Officer Steffen reminds everyone to lock all doors and activate security systems as a preventative measure. David reports an incident from the previous weekend involving an unhoused individual living down Mesquite Rd. caught on an owner's security footage. There is chance he was responsible for the incident on Armin Way. Officer Steffen advised David to report these details and all similar incidents to him via email at [jmsteffen@pd.sandiego.gov](mailto:jmsteffen@pd.sandiego.gov).

Diana Lara, Representative on behalf of Senator Atkins –

Diana reminds that if anyone in the community needs assistance with any state-related issue, Senator Atkins' office is there to offer support. Contact email: [Diana.Lara@sen.ca.gov](mailto:Diana.Lara@sen.ca.gov).

Stephanie Estrada, Community Representative on behalf of Mayor Todd Gloria –

*School Re-openings.* SD Unified School District announced schools will reopen 4/12.

*Community Choice Energy.* Mayor Gloria began working with San Diego Community Power as part of sustainability pledge. The San Diego Community Power is a service and community choice aggregator that both invests in clean energy and is responsible for purchasing clean energy on behalf of consumers. They will source cleaner electricity for approximately 770,000 customer accounts. [Presser link](#).

*San Diego Library Foundation Survey.* Stephanie encourages participation in the Survey so the foundation can adjust to better meet the community's needs. Survey open until April 17<sup>th</sup>: <https://supportmylibrary.org/master-plan/>

Jose asks Stephanie to calendar Alvarado's annual membership meeting on Saturday, May 15<sup>th</sup>, because Mayor Gloria has attended consistently in the past. Stephanie responds that the Mayor is making his community visit rounds via a Meet-Your-Mayor virtual forum with council members co-hosting. Stephanie is unsure if his District 9 date will land on May 15<sup>th</sup> exactly but will coordinate with Jose and update with more details closer to date.

[EstradaS@sandiego.gov](mailto:EstradaS@sandiego.gov)

David Vance, Community Representative with the Office of Congresswoman Sara Jacobs –  
House Legislature Update. Congresswoman Jacobs has voted in support of:

*The Equality Act.* This act amends the civil rights act of 1964 to expand protections for the LGBTQ+ community. The act passed the house and is in senate

*HR1: For the People Act.* This act expands voting rights to create more equitable elections by targeting both partisan gerrymandering and laws inhibiting means to vote. They act also protects and expands early voting.

*American Rescue Plan Act:* The next COVID Relief bill for 1.93 trillion in funding for vaccines, unemployment benefits, small business aid, school reopening, stimulus payments, etc.

Congresswoman hosted an early March press conference with other representatives, nonprofit, business and education leaders to educate on the contents of this COVID relief bill. She also toured VA Medical Center to meet veterans and visited its vaccination clinic.

David left his contact information for the community to reach the office:

[david.vance@mail.house.gov](mailto:david.vance@mail.house.gov) Phone: 619-280-5353. Newsletter at [sarajacobs.house.gov](http://sarajacobs.house.gov)

Jefferey Nguyen, Council Representative on behalf of Sean Elo-Rivera –

City of San Diego Smoke Free Project is conducting a survey on perceptions of secondhand smoke. The office is having an environmental meeting on March 18 at 1pm.

Jose will send a follow up email to Jefferey with items they didn't get to during meeting with Representative Elo-Rivera.

Contact: [JeffereyN@sandiego.gov](mailto:JeffereyN@sandiego.gov)

### **Ongoing Business/Committee Reports:**

**Treasurer's Report:** Ken initiated a transfer of 130k from the Alliance Bank Account to the Association's Wells Fargo Brokerage Account due to the influx of assessment payments at the beginning of the year. Alvarado had over 200k in the Alliance account. The advisors recommend investing this fund in a series of treasury bills for small returns. Ken will work with the advisors to maximize these returns despite low rates. Ken needs to know how much money to keep liquid for resurfacing streets. Wayne estimates \$160,000-180,000 for streets.

Audit Update – Ken reports the DeMaine auditors have received all necessary documents from APS and will provide a draft audit before the end of March.

Assessment Delinquencies – Katrina sourced a proposal from Ciceron Law to perform Alvarado's non-judicial lien/foreclosure collections beyond pre-lien letters. The association will use Ciceron to Supplement their legal services with Epsten. There being no issues with the proposal as presented, Jose motions the Board to approve Ken to sign and engage Ciceron Law's Lien/collections services. Ken seconds and the motion is unanimously approved.

**Property Manager's Report:** Katrina updated the Elections "check list" for the upcoming May annual members meeting and Board Director Elections. Katrina prepared the Notice of the Annual meeting including the Candidates List as required by CA Civil Code. APS will send out notice of Annual meeting including the candidate list after the nomination deadline of 3/12/21. As requested, APS will also allow Marshall Lewis to review mailings before sending to the membership.

### **Architectural Review Committee Report - January 2021:**

Houses approved and currently in destruction/construction mode:

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

Lot 107 – Major Remodel started April 2019 – Request for one-year extension approved

Lot 74 – Major remodel of existing structure

Pending:

Lot 28 – new home construction approved

Lot 63 – backyard cabana/garage freestanding addition

Approvals:

Lot 5 – completion of front yard landscaping and stucco wall & solar

Lot 23 – replace roof

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

Lot 36 – additional solar panels

Lot 47 – replace windows

Lot 49 – Replace current front retaining wall & front yard landscaping

Lot 50 – approval of temporary shelter for feral cats & additional solar panels

Lot 53 – Solar

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 67 – new roof & solar

Lot 70 – new roof

Lot 73 – insurance requested removal of trees next to house

Lot 116 – front landscaping

Lot 123 – remove dead pine tree

Lot M 30 – conversion of garage at side yard

Completions

Lot 52 – Repair & replace rebuilding of roof parapets and some siding, dirt excavation and waterproofing of the subterranean walls by the front door.

Requests:

Lot 26 – regarding 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:** Steve reports exit gate had a limit switch problem a few weeks back that's been fixed. Steve approved the invoice for the switch repair and submitted to Ken.

Austin sourced a quote from Halcyon Technologies for upgrading the video and camera system including license plate reading cameras. Austin was able to test one of their systems and observe sample imagery. The quote estimates \$800 for each additional license plate reader. The Quote is \$6,000 for upgrading the system with 2 license plate readers. A second quote for replacing cameras down Yerba Anita is \$2,500 for replacing the 2 normal cameras and an additional license plate reader.

Jose and Ken presume this expense can be treated as a capital reserve expenditure and thus would not affect the annual budget. Ken notes the capital reserve has a contingency fund in case it ends up being more expensive than 10k. Wayne states the capital reserve line on the reserve study is somewhere between 5-10k and if the expense ends up being more than 10k, that can come out of the surplus. Wayne supports spending the money on upgrading the security system. Miguel and Jose agree that it makes sense to have cameras at both entrance and exit points. Austin ask the vendor to clarify what the service agreement contains regarding ongoing maintenance fees for budget allocation purposes. Austin motions to set aside up to 10k for the security system upgrades, Ken seconds and the motion is unanimously approved.

**Common Area Maintenance:** Jose reports that when they pull out the racks of chairs and tables, they have to pull it out over the 2x4. Asked Pauly to build a ramp over this, but this is difficult as the 2x4 is on its side. Jose proposes drilling holes into the 2x4 and putting bolts into the concrete and then cut the 2x4 close to the door frame.

That way, that section will lift out making pulling out/returning the chair racks and tables easier. Jose advised Pauly to do that two weeks ago.

Regarding the vandalism at the clubhouse shed containing golf clubs, Pauly suggests bolting down the entire top door to make it harder to vandalize.

**CACC:** Elections are postponed until the end of state of emergency. This pushes back the election to around August or September. Jose left the committee 4 years ago due to health issues but returned because projects such as community plan update were faltering. Unfortunately, Jose's health issues have resurfaced so he is planning on resigning as the Chair of the Board at the next meeting. Jose is taking a step back and focusing on family. He encourages an Alvarado Board member or community member to join the Board to continue representation for Alvarado Estates. The postponement of the election gives Alvarado community members the opportunity to attend the 2 mandated meetings that would qualify them to run for the Board.

**Streets Committee Report:** Wayne does not have a projected date to begin paving because there has still been no response to any contact attempt to SDG&E. Wayne presents two options: Option one is to continue to wait for SDG&E's response to do the trenching before the asphalt. Option two is to forgo the trenching and laterals and begin the asphalt. Since the streets are currently in good condition, Wayne recommends continuing to wait for SDG&E's response. Wayne advises Ken that the Streets Committee will need around \$160,000-\$180,000 liquid by June 2021 at the earliest to pay for resurfacing the streets, assuming SDG&E responds by then. Jose will follow up with the offices of both Councilmember Elo-Rivera and Mayor Gloria for a meeting to move the undergrounding issue forward.

Ken reports a section of Yerba Santa is raised about 4 inches and presents a tripping hazard. Ken will email Wayne with the location of the trip hazard to remedy.

**Safety/Security Committee Report:** David has asked Eric to take over as Chair of the Safety and Security Committee. David will continue to assist Eric as a member of the committee but will no longer physically go into the canyons. Lot 59 had a truck broken into months ago. As Officer Steffen reported, lot T-8 had a burglar enter in an unlocked door. The owner is installing a security system. There was a tent reported and David suspects that the transient in said tent could be connected to the burglar incident down Armin way. David encourages people to report incidents for the committee to respond.

Linda reported a fired Elite Security Guard entered through the gate and was passing out strange fliers. He approached some young kids in the neighborhood. Linda obtained his identification before getting him to leave.

David tenders his resignation as Chair of the Safety and Security Committee. Ken motions to accept David's resignation, Miguel seconds and the Board accepts. Ken moves to appoint Eric Poliak as Chair of the Committee. Eric accepts the nomination and Susan seconds Ken's motion. The Board thereby appoints Eric Poliak as the new Chair of the Safety and Security Committee.

**Communication/Technology:** Austin and Susan have resolved the previous issue with emails bouncing. Susan asks the Board to let her know in the next two weeks if they have anything to include in the newsletter. The next newsletter will go out at the end of March.

**Community Clubhouse Ad Hoc Committee:** Jose split the committee in two and had part of the committee come up with a design recommendation including a rendering, floor plan, and lay out of where the clubhouse will sit on the Alvarado property. The committee will come to an agreement on the design and present a formal recommendation to the Board on both design, footprint, etc. The goal is to finalize the design at the April Board meeting to be ready to present to membership at the May Annual Meeting. If there is a survey, it would be a very simple, one-two question survey at the most. Jose wants to avoid confusion by presenting a plan that is firm and Board-finalized at the May Annual Meeting itself.

The full clubhouse committee must agree on the recommendation, so they will meet to finalize the design plan in about 3 weeks after Jose has time to heal from his surgery. The committee is comprised of Wayne, Eric, Susan, and Karen Austin.

**Social Committee Report:** \*\*\* Dates Subject to Change \*\*\*

Food Trucks to resume the 2nd and 4th Wednesday in March. Then weekly on Tuesdays if enough community support.

Annual Meeting—Saturday, May 15th, 2021 at 3:00 pm at the community park

4th Annual Golf Championship—June 2021

Family Movie Night Under the Stars—August 2021

Concert in the Park—September 2021

35th Annual Picnic & Halloween Party—October 2021

**Calendar:** Next Board meeting is currently scheduled for Tuesday, April 13<sup>th</sup> at 6:30pm with details to be confirmed closer to the date.

**Adjournment:** There being no further business, the Board meeting was adjourned at 6:50 PM.

Minutes respectfully submitted by K. Wong.

Secretary Certification:

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

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