

# Alvarado Community Association, Inc.

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## Board Meeting Minutes

November 9<sup>th</sup>, 2021

**Call to Order:** The duly noticed meeting of the Board of Directors of the Alvarado Community Association, Inc., held via Zoom tele-video conference 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 was met with 9 of 11 Directors in attendance.

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

**Owners in attendance:** Don and Patricia (Pat) Benke, Liz Missakian, Geri Sander, Marshall Lewis, and Ted Thomas

**Others in attendance:** Management representative, Katrina Wong with Associated Professional Services (APS) and Jefferey Nguyen with the office of City Council Rep. Sean Elo-Rivera.

**Prior Board Meeting Minutes:** Stacey motioned to approve meeting minutes from the September 11 annual meeting. Steve seconded. With no objections and no abstentions, the September 11 annual meeting minutes are approved.

Stacey motioned to approve meeting minutes from the September 14 open board meeting. Wes seconded. With no objections and no abstentions, the September 14 open board meeting minutes are approved.

Stacey motioned to approve meeting minutes from the September 14 executive session. Steve seconded. With no objections and no abstentions, the September 14 executive session minutes are approved.

Stacey motioned to approve meeting minutes from the September 26 executive session. Steve seconded. With no objections and no abstentions, the September 26 executive session minutes are approved.

Stacey motioned to approve meeting minutes from the October 12 open board meeting. Steve seconded. With no objections and no abstentions, the October 12 open board meeting minutes are approved.

Stacey motioned to approve meeting minutes from the October 12 executive session. Steve seconded. With no objections and no abstentions, the October 12 executive session minutes

are approved.

Stacey motioned to approve meeting minutes from the October 20 executive session. Steve seconded. With no objections and no abstentions, the October 20 executive session minutes are approved.

**Public Comment:** A homeowner suggested adding rules governing community park use.

**Presentations:**

Jefferey Nguyen, Representative on Behalf of City Council Rep. Sean Elo-Rivera–

The office is aware of and has been trying to address the street damage issues. On behalf of Representative Elo-Rivera, he has been calling VarTech asking that they properly address the situation.

On November 17<sup>th</sup>, the office will host a community forum on the City's action plan to address homelessness from 6pm-8pm.

Representative Sean Elo-Rivera is continuing to hold office hours. They will take place at rotating locations across the district. On Friday, 11/19 office hours sessions from 9-11am will be held at the Southcrest Recreation Center. From 1pm-3pm, office hours will be held at City Heights Library. Office hours are 15-minute one-on-one sessions for community members to voice any issues directly with Representative Sean Elo Rivera. RSVP only. *(For those interested in reserving office hours, please email [JeffereyN@sandiego.gov](mailto:JeffereyN@sandiego.gov) Note: Jefferey's name has three E's and will need to be spelled correctly for the email go through.)* Jeff will keep Jose updated regarding rotating locations for future planned office hours.

Jose also announced that Corporal Mark Peterson will return to the position of SDSU Liaison officer.

**Ongoing Business/Committee Reports:**

**Treasurer's Report:**

Sonnenberg submitted a revised Reserve Study incorporating the Board suggested edits. The recommended contribution amount of \$41,531 remained the same.

The edits did increase the surplus from about 9k to 28k with Wayne's edits.

Ken pointed out one error in his annual budget – increase in assessments is actually 9.49%, (the average of all the lots across the different categories) not 9.36% as written in the working annual draft budget.

Eric and Wayne both agreed with Ken's changes in the 10/14 draft budget. The changes in the previous draft budget include:

1. Susan revised the Social budget to \$5,800 by eliminating the cost of the Home Tour.
2. Austin added \$65.00 to his Telephone budget estimate.
3. Wayne reduced his estimate for Park Improvements from \$4,000 down to \$3,000.

**Ken motions to approve the October 14<sup>th</sup> version of the 2022 Annual budget including an average 9.49% increase for the 2022 assessment allocation. Stacey seconded. With no objections and no abstentions, the 2022 Annual Budget is approved.**

**Ken motions to authorize APS to format the 2022 budget to be included in the Annual Disclosure Statement – subject to Ken’s review and approval. Stacey seconded. With no objections and no abstentions, the motion is approved.**

Ken projects the deficit to be between 25k-30k by the end of 2021. Deficit is a result of excess legal fees beyond those which had been budgeted.

**Property Manager’s Report:** APS Collections will wait for Board confirmation on the outstanding \$3,700 fine. It was to be waived if the owner complied by the end of year. Susan and Jose will need to confirm and advise APS.

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

##### Houses approved and currently in destruction/construction mode:

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

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

##### Pending:

Lot 27 – new home construction approved

Lot 28 – new home construction approved

Lot 63 – backyard cabana/garage freestanding addition

##### Approvals:

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

Lot 40 – replace trees removed without approval – roots caused damage to foundation and plumbing – working with Lot 39 owners to plant new ones

Lot 47 – replace windows & solar

Lot 51 – 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 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 70 – new roof

Lot 73 – insurance requested removal of trees next to house

Lot 84 – curb cut to access back yard

Lot T-2 – addition to expand garage

Lot T-8 – remodel/addition

Completions:

Lot 36 – additional solar panels

Lot 39 – solar

Lot 53 – solar

Lot 119 – remove front yard tree causing root damage to sewer line

Lot M 30 – conversion of garage at side yard

Requests:

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.

**Gate Operations Committee Report:** Nothing to report.

**Common Area Maintenance:** Jose reports the replacement water fountain for the park is not arriving until 11/22. Delayed due to shipping difficulties. The replacement should be almost identical to the upper water fountain. The initial the price was \$6,000, but the final price is in the \$4,000 range. The cost will not impact the budget because it is a capital reserves expense.

**CACC:** The original purpose of the separate 501(c)3 Jose established was to allow the CACC to apply for grants and obtain insurance via the 501(c)3. The 501(c)3 could also collect tax deductible donations. The vision has now diverted and the 501(c)3 is being merged back into the CACC. The board will now be split in 2: a City-driven planning board and CACC with a smaller 12 person board. Every community can select a board member as its representative.

Alvarado Community needs to find a representative to this board. Jose is recruiting another individual to volunteer for the board position. Jose will submit a call for a volunteer for Susan to include in the newsletter.

**Streets Committee Report:** Nothing to report.

**Undergrounding Update:** Jose previously obtained authorization to spend \$7,500 (at a cap, per legal estimate) for a drafted letter to pursue a lawsuit against the City. The attorney hired to research the legal issues and draft the letter to City Attorney, Mara Elliot, was pulled away for an emergency court hearing. Jose doesn't have any further update given this delay. They hope to have an update on the analysis and draft letter to City Attorney, Mara Elliot in the coming days.

**Safety/Security Committee Report:**

Eric reports the homeless camp reported last month is still there by the bike path triangle. He reported it last month via the GetItDone app to the City, but it seems they have not acted on it. Jose noted this is actually Caltrans property, not the City, and offered to contact Senator Atkins' office to nudge Caltrans to address the encampment.

Jose suggests setting up a Fire Safety Council. Kensington Community has 2-3 Fire Safety Councils. Jose will coordinate setting this up with Eric so they can apply for grants to pursue fire safety measures rather than having the HOA pay for it.

Susan raised a concern from a neighbor who frequently runs and walks the neighborhood and who identified a couple of blindspots where pedestrians can easily be hit by cars. For example, 4901 Yerba Santa is a dangerous blindspot. The neighbor suggested putting those small bumps along the limit line in those spots to alert cars as they are approaching a blindspot. Wes will talk to the asphalt vendor about this suggestion and get back to Susan.

Steve noticed the stop sign at the Gate (when exiting) is 8 ft high and often obscured by trees. Though Paulie cut the trees recently, Steve thinks it's worth lowering the stop sign to make it more visible. Jose asks Steve to determine a suitable height for visibility and go ahead and lower the stop sign.

**Communication/Technology:** Austin has no updates at this time. Susan is working on the next community Newsletter.

**Community Clubhouse Ad Hoc Committee:** *Clubhouse Legal Update* – As previously mentioned in the Undergrounding update, the same attorney is also addressing these legal issues. Jose hopes to have this soon.

Wayne has compiled a draft of proposed clubhouse use rules and regulations from other community examples. Jose asks the board to please review and give feedback.

**Social Committee Report:**

There are no events scheduled for rest of year. The Social Committee is requesting the Board's support in limiting food provided by the HOA for functions in park to be limited to only those in attendance and not for taking home. Social budget went over because of members doing that at both Golf & Picnic events.

**New Business:**

Susan is reducing her committee commitments:

Social Committee – She will be stepping off of the Committee, but will remain on as the liaison from the Board to the Social Committee. Lori added Rachel Flores & Peggy Han to help with the Annual Picnic. Susan recruited Emily O'Gorman & Kara Lee to help with future events.

Communication – Susan will continue to do the roster & newsletter and is hopeful she can recruit Karen Austin to help. Susan will no longer be responsible for HOA

communications.

Architectural – Susan added Liz and is planning to get Jesse Lowe more involved.

Community Center – Susan will be stepping back except with respect to fundraising.

**Calendar:** Next Board meeting is scheduled for Tuesday, January 11<sup>th</sup>. Jose will try to coordinate a meeting location in person. Details to follow via email and in meeting notice.

**Adjournment:** There being no further business, the Board meeting adjourned to executive session at 6:55 PM.

Minutes respectfully submitted by K. Wong.

Secretary Certification:

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

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