

# Alvarado Community Association, Inc.

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## Board Meeting Minutes

January 17<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 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 6:05 PM.

**Roll Call/Quorum Establishment:** Quorum was met with 6 of 10 Directors in attendance.

**Board Members present:** President—Jose Reynoso, Vice President—Wayne Breise, Treasurer—Ken Klayman. Board Members: Steven Neu, Austin Hong, and Wes Hinkle

**Board Members absent:** Secretary—Stacey James, Eric Poliak, Miguel Espinosa, and David Wiles

**Government Representatives:** none

**Homeowners Present:** Karen Austin (CACC) and Angela Adu-badu (Social Committee)

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

**Prior Board Meeting Minutes:** Katrina reviewed the November 8<sup>th</sup> and January 5<sup>th</sup> meeting minutes.

Jose motioned to approve the November 8<sup>th</sup>, 2022, executive meeting minutes. Steve seconded. All voted to approve. The November 8<sup>th</sup>, 2022, executive meeting minutes are approved.

Jose motioned to approve the November 8<sup>th</sup>, 2022, open board meeting minutes. Steve seconded. All voted to approve. The November 8<sup>th</sup>, 2022, open board meeting minutes are approved.

Jose motioned to approve the January 5<sup>th</sup>, 2023, emergency board meeting minutes. Steve seconded. All voted to approve. The January 5<sup>th</sup>, 2023, emergency board meeting minutes are approved.

**Public Comment:** None

**Ongoing Business/Committee Reports:**

**Treasurer's Report:** Ken gave overview of Association's November 2022 balance sheet and income statement. Gate attendants continues to be the largest operating expense. Due to high legal expenses, Ken estimates a deficit of \$8.5k by end of December 2022

***Ken motions to approve engaging Sonnenberg & Co, CPAs to perform 2023 Reserve study. Wes seconds. With all in favor, the motion passes.***

**Insurance Renewal:** Ken reviewed the terms of the 2023-2024 Insurance Renewal

***Ken motions to approve the 2023-2024 Insurance Renewal proposal with Labarre-Oksnee Insurance Agency. Steve seconds. With all in favor, the motion passes.***

**Property Manager's Report:** Katrina gave December 2022 collections update.

**Architectural Review Committee Report** – Jose gave January 2023 architectural committee report in Miguel's absence.

**Gate Operations Committee Report:** Ken and Steve discussed ongoing contractor billing discrepancies. Ken will look into gate attendant/security bids. Jose will reach out to Elite CEO to resolve back-office issues.

**Common Area Maintenance/Rules:** Wayne presented the Rules Committee's draft park-use rules for the Board's review.

***Wayne motions to eliminate the existing paragraphs (a) and (b.) from section 3.1 of the Association's Rules and approve the new language (a) to (v) as altered with replacement language indicated in Bold print in the attached document and including the two attachments. The Board shall submit the proposed Rule changes to the Membership for a comment-and-review period lasting at least 28 days. Wes seconded the motion. With all in favor, the motion passes.***

**CACC:** Karen Austin is Alvarado's representative on the CACC. Karen discussed the group's ongoing outreach efforts.

**Streets:** Wes terminated street sweeping service due to personnel changes. Wes will bid service as needed. Due to rain, Wes will work with landscaper to make sure gutters remain clear.

**Safety/Security Committee Report:** Jose gave report in Eric's absence. There was a stolen ATV reported. Erik and Karen are still working on securing a blanket permit for fire-prevention work in the canyon.

**Communication/Technology:** Steve and Austin report a software issue caused gate arm to temporarily freeze. The Board discussed the data complications with setting up a member-only access section on the Alvarado Estate's website.

**Social:** Angela Adu-badu reviewed the 2023 calendar of events. Karen reviewed her vision for the Alvarado Estates 75<sup>th</sup> Anniversary and asks the Board to consider increasing funding for the Anniversary Committee.

**Elections Committee:** Annual meeting scheduled for May 13th. *Jose motions to appoint Karen Austin to fill Susan Crisafulli's vacancy. Steve seconded. With all voting in favor, Karen Austin is appointed to fill the Board vacancy until end of term in May 2024.*

**New Business:** None

**Calendar:** Next meeting is on February 14<sup>th</sup>, 2023

**Adjournment:** There being no further business, the Board meeting adjourned at 8:18 PM.

Minutes respectfully submitted by K. Wong.

Secretary Certification:

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

Signed: \_\_\_\_\_, \_\_\_\_\_

Stacey James - Board Secretary