

# Alvarado Estates Community Association

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## Board Meeting Minutes

November 14, 2017

**CALL TO ORDER:** The President called the Board Meeting of the Alvarado Estates Community Association to order at 7:00 PM. The meeting took place in Conference Room 1 at the offices of Associated Professional Services (APS,) located at 7007 Mission Gorge Road, Suite 201, in the city of San Diego, state of California.

**ROLL CALL:** Directors present were; President—Jose Reynoso, Treasurer—Ken Klayman, Board Members Wesley Hinkle, Steve Neu, David Wiles, Paul Feuer, and Susan Clark Crisafulli.

Directors absent were; Vice President—Wayne Breise, Secretary—John Lusti, and Board Members Austin Hong, and Stacey James.

Also in attendance was Representative Roberto Torres from Council Member Gomez' office, Manager Rachael Gregg with the SDSU Community Relations Department, and Therese McLaughlin with APS.

Quorum was met with seven (7) of eleven (11) Board Members in attendance.

**APPROVAL OF PRIOR BOARD MEETING MINUTES:** Jose motioned to approve the October 10, 2017 Board and Executive Meeting Minutes as presented. Motion to was seconded by Susan, carried and unanimously approved.

**PUBLIC COMMENT:** The Homeowner in attendance solicited Roberto Torres for the city to install a traffic signal on Montezuma at the east side of Yerba Santa before SDSU as it is a very dark intersection. It was also reported that a car accident knocked down the chain-link fence and homeless persons are entering there.

### **PRESENTATIONS:**

**City Council District 9, Georgette Gomez:** Roberto announced Council Member Gomez will be presenting the "State of the District" report during the reception on December 14, 2017 with the reception at 5:30pm and the presentation starting at 6:30pm. The Vacation Rental Proposal Issue was pushed back to early December. The Public Safety Committee will be hosting a public discussion for the recruitment of the new Police Chief with the date to be determined later. The City Council approved three temporary shelters throughout the county which may help with homeless issues.

**SDSU Community Relations:** Rachael thanked the Board for the letter of support and reported that the Environmental Impact Report made it through City Council. Upcoming SDSU events include a free chamber music concert at 1:00pm on Friday, November 16 under the dome, and jazz concerts at Smith Recital Hall will take place the week after Thanksgiving; Monday at noon, Tuesday at 4:00pm, Wednesday at noon and Thursday at 4:00pm. SDSU will host an all-day Blood Drive at the Viejas Arena to help fill the void the Chargers left. Rachel further reported that SDSU-PD does clean out homeless encampments in accordance with SDPD procedures such as posting signs 24-hours in advance, and Corporal Mark Petersen expects a little overtime allowance in the upcoming months and is looking into possibly having Officers attend the beginning of some of the Association's encampment clean ups.

**ONGOING BUSINESS/COMMITTEE REPORTS:**

**Treasurer's Report:** Ken noted that at the last meeting, the Board approved the option three (3) version of the proposed 2018 Budget which decreased the reserve funding to \$36,000 and he had Sonnenberg & Company revise the Capital Reserve Funding Report with that allocation change. He presented the revised budget reflecting the annual assessment increase of 48.59% increase for the five (5) lots without homes in accordance with the expiration of the ten-year amendment, and approximate two-percent (2%) decreased for the other lots. Ken also gave an overview of the revised Reserve Study reflecting the decrease in capital reserve funding, and then motioned to approve the revised Budget and Reserve Study as presented. Motion was seconded by Wes, carried and Board Members in attendance unanimously approved both revisions.

**Financials Review:** Ken reviewed the October 31, 2017 prepared by APS, noting that although the Income Statement shows a year-to-date net surplus in the amount of \$43,693 and a negative variance of \$3800, it is misleading because assessments are accrued, and this will zero out at the year-end.

**2018 Reserve Study Update Proposal:** Ken motioned to retain Sonnenberg & Company to prepare the 2018 Interim Reserve Study per their proposal at the same cost. Dave seconded and Board unanimously approved Sonnenberg's proposal.

**2017 Audit:** Ken remarked that the 2017 Audit will be done by Steven DeMaine, CPA, as the proposal had been approved in the February meeting. Therese to forward the signed proposal to Ken.

**Association Manager's Report:** Therese reported that with approvals of the Budget and the Reserve Study, she will prepare and distribute the Annual Disclosures Report and the Assessment Increase/Decrease Notice before the end of the month. The updated "Letter of Agency" form was sent to the 48 lots. To date 30 letters have been submitted and copies were provided to Dave. She inquired about the discrepancy with lot numbering. Susan stated that APS assigned their own numbers and will forward the Lot List which Therese will update in the APS system.

**Architectural Report:** Susan presented the Architectural Committee Report;

**Houses Approved & Currently in Destruction/Construction Mode**

Lot 5--still progressing with major remodel – expected move in by September & no later than December.

Lot 56--5500 sq. ft. house still progressing with major remodel – possible variance request in future for privacy patio in front yard

**Pending**

Lot 73 – solar installation – 80 panels on hillside – need confirmation it's not in 20' setback with regard to the survey done by Lot 203

Lot 34 – total remodel yard & exterior

Lot 124 – solar

**Approvals**

Lot 26 & Lot 69 – Solar

Lot 122 – new mailbox & front yard landscaping

Lot M-25 – new mailbox

**Completions**

Lot 19 – remove and replace front yard tree

Lot 30 – house painting

**Requests**

Lot 32 – fire hazard – letter sent for lot to be cleared of dead brush & vegetation trimmed back.

Lot 26 – with regard to Lots 25, 27 & 28 and any walls in plans to build – owner to be kept in loop pertaining to any building with regard to privacy, view & lighting.

**Discussion** – Lot 6 – tenant told owner 2 cars are parked in garage & only 4 cars total – got married & has 2 kids – need pix of cars parked in drive & street to send her

Lot T-10 – violation letters & no response

**Gate Operations:** Steve reported the “greatest hits” happened at 2:00 AM on Halloween. A car hit the gate, knocked it off the foundation, broke the barrier arm, etc. causing \$2800 in damages. The security camera captured the incident and they were able to track down the car and driver. The repair quote from A Garage Door & Gate Store was \$2479 which included an entry gate rubber sensor, and the rest was painting totaling \$350. Steve, Jose and Dave collected \$2120 from the driver and expect to collect the remaining \$670 in the next week.

**Gate Supplies:** Susan stated supplies are needed for the front gate kiosk. Jose and Susan will clean out the back storage room and verify what supplies are needed. Board authorized Susan to purchase needed supplies and submit receipts for reimbursement.

**Common Area Maintenance:** Jose reported the overgrown bushes on the neighboring property are blocking access to the pedestrian entry door and he will have the Landscaper chop it back.

**CACC:** Jose reported Mayor Faulkner’s Office requested a letter of support for the initial step of setting up temporary tents for homeless. Board authorized Jose to draft letter and suggested including verbiage that we “expect will continue to explore long-term solutions such as Federal support or use of more permanent facilities such as Camp Elliot.”

**Streets/Safety:** Jose reported the city will commence work on Toyon with target finish of mid-January. Wes reported the two sink holes will probably have to be fixed before undergrounding work done by the city since it will go to City Council in 2018 for final budget approval. He further reported the consensus is that speeding within the Association is down since the extra bike lane was added.

**Communication/Technology:** Susan reported she and Austin will start work on archiving the website, and the next newsletter will go out in January 2018.

**Social:** Our “this was the best!” Annual Picnic & Halloween Costume Contest drew between 80 to 100 members and their families. Thirty-two folding chairs on rolling carts and a table cart were ordered for easier set up. Topher Costa agreed to set up and break down all park events for \$50.

**2018 Social Calendar**

- \*Annual Meeting – Saturday, March 10, 2018
- \*Home Tour – Sunday, April 22<sup>nd</sup>
- \*3rd Annual Golf Championship – Saturday, June 9<sup>th</sup>
- \*Family Movie Night Under the Stars – Saturday, August 18<sup>th</sup>
- \*Annual Picnic – Sunday, October 28<sup>th</sup>

**NEW BUSINESS:** Jose reported the Plaintiff did not show to the Debtors Exam Hearing. They can try again or send demand letter with Jerry’s costs added, giving ten-days to pay or will go to foreclosure. Ken asked if there is a mortgage on the property and whether there are other debtors. Board agreed to have Jerry make a presentation to the Board if going to foreclosure. Ken proposed the Board prepare a resolution broad enough to recover legal fees, expenses and other amounts due in accordance with the Association’s governing documents. Motion was seconded by Wes and unanimously approved.

**Executive Session Disclosure:** Dave reported the crew cleaned out homeless sites over the last two weeks. The Board needs Owner’s to grant the Association access through Lots in addition to Letters of Agency before any further homeless encampment clean ups. Board will set up a meeting with the Association’s Attorney and local police agencies concerning compliance with governing documents and other possible legal issues with clean ups.

**Year End Bonuses:** Jose inquired if there were any objection to giving the usual year-end bonuses for the attendants at the gate. With none, Jose asked Susan to coordinate with APS in issuing checks.

**CALENDAR:** The next regular Board Meeting is scheduled for Tuesday, January 9, 2018 at 7:00pm, at the offices of APS.

**ADJOURNMENT:** Jose adjourned the Board Meeting to Executive Session at 8:54pm.

Minutes respectfully submitted by Therese McLaughlin with APS.

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

Signed: \_\_\_\_\_ Board Secretary, John Lusti