

Avocado Homeowners' Association
BOARD OF DIRECTORS' MEETING
TUESDAY, AUGUST 26, 2025
Via Zoom Video Conference
Physical Location: Keystone Pacific Property Management
5050 Avenida Encinas, Suite #160, Carlsbad, CA 92008

GENERAL SESSION MINUTES

I. CALL TO ORDER

Whereas there is a quorum of directors present, in accordance with the Bylaws of the Association, the Open Session Meeting was called to order at 6:03 p.m. by Board President, Jim Harrington.

DIRECTORS PRESENT

Jim Harrington, President
Mark Blair, Vice President
Jeannette Danner, Treasurer
Erica Miller, Secretary
Darrell Strom, Director at Large
Nicki Uhlman, Director at Large

DIRECTORS ABSENT

Anthony Scaringelli, Director at Large

OTHERS PRESENT

Dorian Jackson, CMCA – Senior Community Manager, Keystone Pacific Property Management
Six (6) Interested Homeowners

II. EXECUTIVE SESSION DISCLOSURE – EXECUTIVE SESSION MEETING

An announcement was made that, in accordance with Civil Code Section 4935(e), the Board will meet in Executive Session, immediately following this meeting. Also advised was that the Board met in Executive Session immediately after the General Session meeting on July 22, 2025, to review and approve the Executive Session Minutes of the prior meeting, discuss and review membership discipline/violation report, delinquencies, executive discussions, and matters relating to the formation of contracts with third parties.

III. HOMEOWNERS' FORUM

Topics brought forth:

Several concerns regarding dry landscape areas in different areas of the community were brought forth for the Landscape Committee and Management to review including lantana to the east of the pool area, the area behind 1153-1157 Timberpond Drive.

IV. APPROVAL OF MEETING MINUTES

A. July 22, 2025 General Session Minutes

Upon motion duly made by President Harrington, seconded by Secretary Miller, the Board approved the July 22, 2025 General Session Minutes by a vote of 5-0, with Director Uhlman abstaining.

V. FINANCIAL REPORT – JULY 2025

A. Financial Review – July 2025

The Board reviewed the financial report for the period ending July 31, 2025. Upon a motion duly made

by President Harrington, seconded by Treasurer Danner, and carried unanimously, the Board accepted July 2025 Financials, subject to third-party independent CPA review. The July 2025 financial snapshot is as follows:

OPERATING:	\$71,915.58
RESERVES:	\$455,171.89
ASSESSMENT ACCOUNTS RECEIVABLE:	\$2,834.56
NET INCOME:	\$11,358.68
TOTAL LIABILITIES & EQUITY:	\$529,922.03

VI. RESOLUTION

The Board reviewed & filed the Board Spending Resolution for July 2025.

VII. DELINQUENCY REPORT

No Board action required at this time.

VIII. ARCHITECTURAL REVIEW

A. 1366 Timberpond Drive Solar Panel Installation

The Board reviewed application for the installation of solar panels. Upon a motion duly made by President Harrington, seconded by Secretary Miller, and carried unanimously, the Board approved the architectural improvement application, subject to Board and Management review upon completion.

B. 1715 The Woods Drive Driveway Revised Application & Wall Installation Application

The Board reviewed the revised application for the new driveway installation to change the material from asphalt to concrete. The new application also includes the addition of a stone wall with bender board separating the landscaping. Upon a motion duly made by President Harrington, seconded by Secretary Miller, and carried unanimously, the Board approved the revised architectural improvement application, subject to Board and Management review upon completion.

IX. COMMITTEE REPORTS

A. Landscape Committee

Secretary Miller reported that the pond was observed to have higher water levels during the most recent site visit. It was cause was an irrigation matter along Woody Hills Drive that created excessive water runoff in the ravine, leading to the pond.

The Board reviewed and filed the Landscaping Walkthrough Notes, as submitted by Green Horizons Landscape & Maintenance, Inc. from July 9, 2025 and August 13, 2025.

B. Communications Committee

A reminder to distribute a broadcast email to the Membership regarding the November 2025 Annual Meeting of the Membership and that the gate code was changed and will remain in effect until the end September 2025.

C. Pool Committee

Vice President Blair advised that the pool chairs having the yellow paint removed from them. A request for Management to reconcile The Pool PhD invoices for the past year was made.

The Board reviewed and filed a proposal from Paton's Pond for the installation of fountain spray nozzles in the duck pond. No Board action required at this time.

X. UNFINISHED BUSINESS

A. Irrigation System Upgrade

The Board tabled this matter until further notice.

B. Gate Callbox System

Management was requested to update the gate code to #6210 and to confirm if the system can be programmed from Keystone Pacific's San Diego Regional Office with the software.

XI. NEW BUSINESS

A. Ratification of the 2025 Annual Backflow Testing Invoice

The Board reviewed Invoice #169529, as submitted by Pacific Backflow, for the 2025 annual testing, in the amount of \$1,100.00, as well as its respective test results. Upon a motion duly made by President Harrington, seconded by Secretary Miller, and carried unanimously, the Board approved the invoice as submitted.

B. Ratification of Backflow Repairs Proposal

The Board reviewed the backflow repairs for the two systems that did not pass the 2025 annual inspection, as submitted by Pacific Backflow, not to exceed \$810.00. Upon a motion duly made by President Harrington, seconded by Secretary Miller, and carried unanimously, the Board approved the invoice as submitted.

C. 2025 Draft Budget Review and Discussion

The Board reviewed the first drafts of the 2025-2026 Budget, as submitted by President Harrington and Management. It was reported by both parties that there will be no increase in assessments. No Board action required at this time.

D. 2025 Asphalt Inspection Discussion

The Board requested for Management to coordinate Black Diamond Paving to inspect the asphalt roads throughout the community.

XII. SCHEDULIING OF THE NEXT MEETING

The next Board of Directors General Session Meeting is Thursday, September 26, 2025, at 6:00 P.M. via Zoom Video Conference. The physical location of the meeting is the Carlsbad Regional Office of Keystone Pacific Property Management, located at 5050 Avenida Encinas, Suite #160, Carlsbad, CA 92008.

IX. ADJOURNMENT

Whereas there being no further business before the Board of Directors, the General Session meeting adjourned at 7:06 P.M. by Board President Jim Harrington.

Approved By: _____
Association Secretary/Director

Date

As Written: _____

As Amended: _____