

**TALMADGE MAINTENANCE ASSESSMENT DISTRICT
TALMADGE COMMUNITY ASSOCIATION**



BOARD MEETING MINUTES – November 29, 2022

Call to order: 6:36 PM

Adjourn: 9:22 PM

Virtual Zoom Meeting

Board members present: Helmich, McLeod, Swanson, Royal, Lindahl, Sanders, Smith, Clark, McGann and Flores

Board members absent: None

Agenda: Agenda adopted as proposed. Budget upfront.

October 2022 Meeting Minutes: Unanimously approved with no modification.
(Clark was absent for vote.)

Treasurer's Report/Finance: Signature cards with current officers updated at bank (BofA). Ending BofA account balance \$638.90. Should be low point for the year. Should get ad revenue in subsequent months. No anticipated expenditures until next August. Now sharing PO Box with Kental planning group (KTPG). Gave them a key to PO Box. Budget Analyst Barbara Jordon to research whether TMAD funds can pay for PO Box. (Box rental is currently \$200/yr. So, TMAD's share in now \$100/yr.)

Community Forum/Open Discussion/ Public Comment/ (Non Agenda): None.

City of San Diego Representative's Report:

Elvis Martinez Parks & Rec: No update on lighting situation per Royal's inquiry. No street light inspection this past week since Elvis was sick with the flu. Will inspect them shortly. Aztec Landscaping de-weeded and cleared debris from the alleys. Aztec will schedule sweeper service for the alleys. Ten new rose bushes planned for Traffic Circle (SW corner).

Council President Sean Elo Rivera Rep: Francisco Peralta Vargas: Submitted report in the chat due to time constraints.

Action/Info Items: (1) FY24 Budget & (2) Officer Assignments:

Action Item #1: FY 24 Budget

Budget Analyst Jordon reviewed budget transfer rules. Budget transfers in similar accounts (e.g. 512XXX) may be done to cover overages or potential overages. Otherwise funds must come from fund balance to cover overages or potential overages. Transfers amongst non-similar accounts (e.g. Supplies **511**XXX to Misc/Tech Services **512**XXX) are not permitted. Unanticipated/Unbudgeted overages may be covered by Unallocated Reserves. In other words, Unallocated Reserves may act as a contingency fund/financial cushion. Note: Although Unallocated Reserves is GL account 512132, budget transfer may be made from it to any other expense line item like 51XXXX (Supplies 511XXX, Utilities 514XXX, Other 516XXX).

Helmich moved the following FY24 Budget. Lindahl seconded motion. Unanimous approval (McGann absent for vote).

FY24 Budget Line items:

Revenue: No changes @ \$174,876

Assessment Rate per EBU increase from \$105 to \$110.

Fund Balances:

Reduce CIP S-17001 (Talmadge Traffic Calming) Allocation from \$20K to \$0 (zero)

So Closing Fund balance increases to \$129,863 from \$109,863.

Expenses:

511032 Chemicals (Spray paint for gates) no change \$100

511069 Supplies (misc supplies – mulch, traffic circle wall repair) no change \$1K

511072 Lighting Fixtures: increase from \$5K to \$7.5K

Services: (512XXX)

512059C Tree Installation (cut-outs, water and tree purchase) increase from \$15K to \$40K

512059D Neighborhood Watch Signage drop from \$3K to \$0 (zero)

512059E Historic Gate Maintenance increase from \$10K to \$15K

512059F Street Light Maintenance increase from \$20K to \$45K

512059H Decorative Sign Posts increase from \$25K to \$50K

512134 Landscaping Services (Annual Aztec PO) increase from \$30K to \$35K

512142 Other NPE: Alley Light Installation: No change @ \$400K

512197 Tree Services increase from \$15K to \$20K

514XXX Utilities – No change. \$7,323.30

516XXX Other (Admin Overhead Allocation for Elvis) – No change \$26,897.

512132 Unallocated Reserve increase from \$10K to \$20K

Action Item #2: Officer Assignments

Lindahl moved, Clark seconded 2023 TMAD Officer Assignments:

Helmich: Chair

McLeod: Vice Chair

Royal: Treasurer

Swanson: Secretary

Unanimous approval (McGann absent for vote).

TMAD Sub- Committee Reports:

Communications: McLeod will work on a design for yard signs with QR codes. Yard signs to be displayed throughout Talmadge. Need to identify funding. Easier to deploy than A frame signs.

Helmich adjourned the meeting at 9:22 pm.