PACIFIC BLUFFS CORP 2
Minutes of The Board of Directors Meeting
Date: May 27, 2026
Time: 6:30 PM
Location: Pacific Bluffs Clubhouse,
5326 Mt Alifan Dr, San Diego, CA 92111

Members Present: Eric Polonsky, Michael Puente, Shanti Rao, Joy Brychta, Andrew Erickson, Greg Trieger

Members Absent: Jeff Plourd,

Homeowners present: Bill Brychta, Tim Eagerton

1. Call to Order by the President at 6:35pm

2. President's Opening Remarks: Desires to continue good service, follow policy by following rules. Act promptly and be transparent in our transactions.

3. Homeowners' Concerns (3-minute limit per speaker) None voiced

4. To approve the minutes from April 22, 2026, Annual & Board Meetings: Open for discussion. No comments: Eric Polonsky motion to approve annual meeting: Greg Trieger seconded. Motion unanimously approved.

Monthly changes to minutes with the reference to amount in reserved $116,666 at the time of the meeting but reported as $177,749. Motion to approve the minutes with correction by Michael Puente, seconded by Andrew Erickson. Motion unanimously approved.

5. Treasurer's Report (Presented by Michael Puente)

Cash Accounts and Total Assets

Operating Funds	$61,660
Reserve Funds	$114,251
Total Cash	**$175,911**
Net Receivables	$ (4,781)
Deferred Spectrum Rebate	$ (5,467)
Accrued Expenses	$(34,047)
Net Assets	**$131,617**

Motion to approve treasurer report by Greg Treiger and seconded by Shanti Rao

Motion unanimously approved.

6. Maintenance & Facilities Report (Presented by Eric Polonsky on behalf of John Peters)

John Peters wants to take the role of property manager.

a. Sharing requests with Eric and Board per history
b. Martin Lynn (roofer) 5377 and 5373 Bldg 10 need drains for $3200
    a. Motion made by Michael Puente to approve, Greg Trieger seconded – Motion approved unanimously.
c. 5391 bld. $2267 for new fence between patios is wood rot and concrete work. Project was approved via President's report in March board meeting, but there is an additional $300 requested via revised proposal.
    a. Motion made by Michael Puente, Andrew Erickson seconded. Motion approved unanimously.
d. 5342 MAF cracks in carport post. This is not an immediate concern. 2 bids. $2230 (2270 other) motion to approve by Greg Trieger; Andrew Erickson seconded. Motion was not approved with all members voting nay. It was recommended that they look alternative repair such as screws, wood glue and clamps. Eric Polonsky requested owner to submit police report for damage prior to board approval of repair.
e. Jeanine Johnson 5366 MAF $5570 and $6000 rainwater coming from patio to kitchen. Mike Puente visually assessed the situation, and the patio is too high (not lower than kitchen floor) so water goes in the home. Also, asphalt in the carport is high and needs a groove dug deeper to drain water. There is also a vent that needs repaired since water is going into the home. A motion to accept previous bids to fix rainwater repairs was brought by Mike Puente and seconded by Greg Treiger. The motion was denied by all members and did not pass. Recommendation to do further investigation before approving bids.
f. John Peters will be scheduling all landscaping and maintenance with the guidance and approval of the committee and board.
g. Bug repellent spray is available at a cost of $55 for inside your unit if you use our current vendor. Expense will be the responsibility of homeowner.
h. ohn Peters states he is available 24/7 by cell phone.

7. Security Committee Report (Presented by Andrew Erickson)

No incidents to report for our property this month.

8. Old Business: Ratifications & Special Assessment

   A. Motion: To formally ratify the prior-authorized, compliance-related balcony repairs at 5377 Balboa and 4162 Genesee at a cost of approximately \$3,700 per unit. The motion that we do pay for these two balconies up to amount of \$7400 was made by Mike Puente, and Shanti Roa seconded. The motion was unanimously approved.

   B. Motion: To Rescind and Amend the motion of April 22, 2026, regarding the Special Assessment. The motion to rescind the previous Special Assessment was made by Andrew Erickson and seconded by Greg Trieger. The motion was passed unanimously.

   C. Motion: To approve placing a Special Assessment of \$6,000 per unit on a homeowner ballot, payable in four (4) semi-annual installments. Mike Puente shared spread sheet with new numbers utilizing numbers to get things done needed immediately. Carports were under budgeted for actual cost when the spread sheet was made.

   Funding for highest priorities the minimal costs is \$553,000. Bare minimum – \$125,000 left in reserves. Total Special Assessment is \$678,000.

   With a \$192,817 shortfall \$485,864 divided by 82 units equals \$5925 per unit. This will bring us to 42% funded. An engineering study might be needed for sewer lines, electric panels and the tri-levels before next reserve study.

   The motion to propose \$6000 per unit for special assessment with the ability to pay \$1500 every six months starting 9/1/26 if all required notifications and timelines are satisfied was made by Shanti Rao; Mike Puente seconded. Majority approved with one nay.

   D. Motion: To authorize the Treasurer to engage "Secret Ballot" to execute the approved assessment vote. Motion was made by Greg Trieger; Mike Puente seconded. Motion was approved unanimously.

9. New Business: Contracts & Administration

   A. Motion: To approve the contract with Urbach Roofing for Building 4 (5388-5398 Mt Alifan Dr) roof replacement in the amount of \$44,591.00. Motion was made by Andrew Erickson; Greg Trieger seconded. Motion was approved unanimously.

   B. Motion: To approve the contract with Martin Lynn Roofing for the five first-floor flat roofs (4104, 4112, 4134, 4142, & 4166 Genesee Ave) in the amount of \$23,520.00. Motion was made by Greg Trieger; Andrew Erickson seconded. Motion was approved unanimously.

   C. Motion: Contingent upon the approval of the Special Assessment by homeowners, to approve the contract with Urbach Roofing for Building 8 (5346-5362 Mt Alifan Dr) in the amount of \$62,738.00. A motion to approve if the special assessment is passed was made by Mike Puente; Greg Trieger seconded. Motion was approved unanimously.

D. Motion: Contingent upon the approval of the Special Assessment by homeowners, to approve the repair of the remaining balconies of the 12 identified in the SB326 Inspection Report. Motion made by Mike Puente; seconded by Joy Brychta. Motion approved unanimously.

E. Motion: To approve the contract with Save a Tree for tree removal in the amount of $13,500.00. A motion was made to have this tabled until next meeting by Eric Polonsky; seconded by Mike Puente. Motion approved unanimously.

F. Motion: To formally establish the 2026-2027 Association Committees and appoint Board Liaisons who will establish rules and procedure for said committee.

Finance and Architectural - Mike Puente

Maintenance & Landscape - Joy Brychta

Review Rules and update CC&R's - Shanti Rao

- Greg Treiger and Andrew Erickson will review delineation of financial responsibilities for maintenance and repair between HOA and owners as a separate, but related initiative.

Security Andrew Erickson

A motion was made by Mike Puente; seconded by Andrew Erickson. Motion was approved unanimously.

G. Motion: To appoint John Peters as Volunteer Property Manager. A board policy will be presented at the June meeting to establish business rules for Volunteer Property Manager approval of unplanned maintenance and repair based on dollar value, urgency, and safety. In the interim, establishing a limit of $1,000 for routine maintenance without prior Board approval, and establishing a policy that all non-emergency contracts require a majority vote of the Board prior to execution by the President. A motion to approve made by Joy Brychta; seconded by Greg Treiger. Motion was approved unanimously.

H. A motion was made to approve President Eric Polonsky as a check signer for Corp 2. Greg Trieger made the motion; Mike Puente seconded. Motion was approved unanimously.

I. Discussion: Clarification of board member terms to ensure compliance with the staggered term structure outlined in the bylaws. Motion was made to table this discussion until next meeting by Andrew Erickson and seconded by Greg Trieger. Motion was approved unanimously.

J. Discussion: Protocol for engaging legal counsel. I can't remember if we discussed. If we didn't, we can indicate "Not discussed".

K. Discussion: A directive to solicit a proposal from a new firm for the 2026 Reserve Study update. Will be presented at June board meeting.

L. Discussion: A directive to research professional Property Management authority structures. Will be further discussed/presented at June board meeting.

10. Motion to adjourn Corp 2 Board of Directors May 2026 meeting was made at 9:00pm by Mike Puente and seconded by Eric Polonslu. Motion was approved unanimously.

Next Meeting: Wednesday June 24, 2026 at 6:30pm

Joy Brychta, Secretary