

Bonita Highlands Homeowners' Association

Board of Directors Meeting Minutes

August 15, 2020

Upper Horse Ring

1) Call to Order:

NOTICE: We would appreciate it if everyone would sign in on the sign-in sheet at the back of the room. This meeting is conducted by *Roberts Rules of Order*. Please address the chair and be recognized before speaking. Also, please identify yourself by name and Highlands' property address. All comments are limited to three minutes per individual. The meeting is being recorded to assist the secretary in taking minutes. Thank you for your cooperation.

- A) Roll: President Seiler, Directors Schlesinger, Clayton and Diaz in attendance. Director Snyder has resigned due to health reasons. All staff present
- B) Pledge of Allegiance
- C) The next regularly scheduled meeting of the Board of Directors will be at the Upper Horse Ring on a day to be announced, but Saturday September 12, was proposed.
- D) Review and adoption of minutes from the March 10 meeting. MSC Clayton, Schlesinger

2) Homeowners Appearances

- A) Homeowner appeals to violation notices or fines - none
- B) Open forum for homeowners in attendance
 - 1. 5926 Rocky View homeowner talked about the slope that has slipped. Director Schlesinger mentioned removal of stabilizing trees, over the years, and subsoil issues causing the subsidence. The HOA is to be in contact with the county and new homeowner regarding this issue.
 - 2. 3734 Corral Canyon – New homeowner came to meeting to share appreciation for the neighborhood and his neighbors who caught the vandal breaking into his car on their “ring” camera. His car was parked in his driveway and at 5:00 am someone broke in.

3) Committee and Staff Reports

- A) Welcoming Committee report – Ray and Bobbie Snider
 - Ray and Bobbie visited 27 homes. They met 25 residents, one of which was a renter. Mugs and welcome bags were handed out to new homeowners
- B) Requests for Structural Modifications (ACC-A)
 - 1. 3975 Country Trail – pergola by pool approved, no permit required.
 - 2. 3975 Country Trails – pergola by garage – NOT approved.
 - 3. 5949 Steeplechase – patio cover – approved – no permit required.

4. 3718 Corral Canyon – Ring Road encroachment repair – approved – no permit required.
 5. 5628 Loping Lane – driveway extension – approved – no permit required.
 6. 3804 Country Trails – basketball backboard – approved – no permit required.
 7. 3905 Rock River – driveway extension, gate replacement – approved – no permit required.
 8. 3734 Corral Canyon – paint – approved – no permit required.
 9. 5727 Central – paint – approved – no permit required.
 10. 3676 Corral Canyon - vinyl fence/gate- approved – no permit required.
 11. 4018 Corral Canyon – paint – approved – no permit required.
 12. 3734 Wild Oats – paint – approved – no permit required.
- C) Architectural Control Committee Report (ACC-C)
1. 5435 Annie Laurie – Homeowner fined \$100 for storing trash cans in front of fence. Previous fine balance \$2610. Homeowner has not responded. Previous fine balance \$2610 from fines 2010-2013. There is an abstract on file and it will be pursued in Small Claims Court.
 2. 3709 Country Trails – Home owner fined \$150 for truck stored in driveway. Fine balance of \$450 was paid in August, prior to the meeting. HO does not want to part with his truck.
 3. 5959 Central Ave. – Homeowner fined \$200 for condition of slope and side yard by driveway. Fine balance \$1100. HO came to meeting and will submit SCR for yard work. Fine held in abeyance this month.
 4. 5915 Steeplechase – Homeowner fined \$100 for condition of palm trees that need trimming. No fine balance. HO has not responded to fine warning letters.
 5. 5819 Leadrope Way – no fine as stored vehicle was removed after report submitted.
 6. 4210 Country Trails – Homeowner fined \$100 for condition of yard and parkway. Both need weeding and maintenance. Previous fine balance \$300. HO has not responded.
 7. 5838 Central – Homeowner fined \$150 for large white trailer stored in the driveway. Trailer belongs to renter. No previous fines. HO has not responded.
 8. 4322 Central – Homeowner fined \$200 as SCR expired in April and work not complete. HO responded after report submitted.
Motion to approve fines as suggested: MSC Clayton, Diaz. The fine for 5959 Central held in abeyance for 30 days pending the receipt of an SCR. Motion Clayton Second Diaz, carried 4/0
- D) Open Space Committee (OSC)
1. LandCare USA began their full time contract on July 1st. They began with the Proctor Valley border trail while working to clear all trail entrances, clean brow ditches and weeds from behind owners' properties.
 2. Next, the trails were walked and tree issues noted. Some trees are dead, dying or dangerous and will be removed. Trees posing threats to houses were removed immediately. In August, all trees will have lower branches removed to comply with Fire Marshall suggested practices.

3. Erosion of trails has been noted and a plan is being developed to fix trail erosion and divert water causing the erosion.
 4. Brow ditches issues have been addressed as the mowing has taken place. More work will be done at a later date with the brow ditches completely cleared and repaired by the end of October.
 5. A Eucalyptus branch that broke and went through a homeowner's fence was cleared. Tony Gomez tree service removed the branch and the fence was repaired at the HOA's expense.
 6. On Corral Cyn, a homeowner requested tree service and it was determined that 4 eucalyptus trees in the area would need to be trimmed or removed. (total cost: \$2,724.00)
 7. An irrigation lead in the system at Corral Cyn and Central was repaired. A leaking valve resulted in an increased water bill. The valve was replaced as were several leaking heads. The irrigation system in the Highlands needs an update and should be considered next year.
 8. Total expenses for July \$ 5,240.26 (Maintenance, irrigation repair and tree service)
 9. Expected expenses for August \$94,076 (mowing the open space, tree service, maintenance and dragging the rings).
 10. OS Chair also submitted a detailed communication log with all interactions she had with homeowners. Michelle also stated that there would be a "mulch giveaway" at the upper horse ring September 11 and 12. Hours will be posted in the September newsletter and available to all Highlands' residents while mulch lasts.
- E) Financial Officer (FO)
1. Operating Accounts
 - a) SDCCU – 16 month CD matured 8/11/2020. \$72,347.73 transferred to SDCCU MonMkt (01)
 - b) MFCU – Mission OP MonMkt (02) request to transfer \$100,000 to Operating Acct WFB. Motion to transfer Clayton, Second Schlesinger Carried 4/0
 2. New/Old Business
 - a) New/2019 – 2020 Audit Approved
 - b) New/Approve and sign Sonnenberg Review and Tax Engagement for BHHA FY 2020-2021 proposal for \$1,700 MSC Clayton, Diaz 4/0
 - c) New/approve Insurance Renewal quote from Hesselbarth for \$13,2798 with Hesselbarth Ins. Broker and decline Earthquake, Flood and Acts of Terror. MSC Clayton, Diaz 4/0
BOD Motion/Second to approve July 31 2020 Reports: Balance sheet, Profit and Loss Budget vs. Actual, Bank Reconciliations, General ledger, Check Register detail, Delinquent Receivables (collections) and Payroll Summary. MSC Clayton/Diaz 4/0 4/0
- 4) **Written Communication** – Communication log presented and accepted.
 - 5) **Community Actions and Issues**
 - 6) **Old Business**

- a) Open Space Contract – Director Schlesinger spoke to the vetting process as 6 companies were invited to submit bids after touring the Highland’s open space for several hours. Two companies withdrew from the process and 4 submitted bids. LandCare USA was chosen. They are a national company that is well equipped to handle the needs of the Highlands. A positive side note, they were the lowest bid. This year the open space was mowed with mowers, not a tractor pulling a mower or a bobcat pushing a mower. They have made great strides in the overall appearance of our open space.
- b) Ring Road Encroachment. The South side of the Ring road has been returned to its original condition with the wall and fence removed and ground left as dirt access around the locked gate for use by walkers or horsemen. The north side restoration will be completed by the end of September. Foot or horse access will then be available on both sides of the locked gate over the asphalt road leading to the upper horse ring.

7) New Business

- a) Director Gary Snyder has tendered his resignation from the board. The Highlands Board will miss him as he has a wealth of knowledge of our neighborhood. Applications from interested parties will be welcomed by the Board.
- b) Changing Highlands’s internet service. The change from Cox to another server was discussed and it was determined that the troubles staff were having with Cox could be resolved without changing the provider.

8) Board Member Comments – none

9) Set Agenda for next meeting – Agenda for September will be the same

10) Adjournment 5:30

11) Executive Session may be held

Respectfully submitted



Mary Ellen Phillips
BHHA Recording Secretary