

Bonita Highlands Homeowners' Association

Board of Directors Meeting Minutes

February 11, 2020

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: Vice President – Virginia Stewart. President Seiler absent, all board and staff present.
- b) Pledge of Allegiance
- c) The next regularly scheduled meeting of the Board of Directors will be on Tuesday, March 10, 2020 at the Bonita Sunnyside Fire Station
- d) Review and adoption of minutes from January 14, 2020 (MSC Clayton/Schlesinger 4-0)

2) Homeowners Appearances

- a) Homeowner appeals to violation notices or fines
 - 1) 6014 Blacksmith – HO protesting fines as grass is now re-growing. Asking that fines be stopped. HO has submitted multiple SCRs for turf that has never been installed. Board to address in Exec. Session.
- b) Open forum for homeowners in attendance
 - 1) 5430 Annie Laurie Lane – Little Library placement is on a county easement. The county is requiring studies, etc. regarding this and the Girl Scouts have concluded that this is not a viable spot at this time.
 - 2) 5430 Annie Laurie Lane – HO presented new plans for Granny flat that will be attached to their home. The structural footprint for the resident and granny flat is 24% of the property. The grannie flat is to be 960 sq. ft. Because there is no connecting door to the main residence, board reluctant to approve. HO to resubmit with connecting door for approval.

3) Committee and Staff Reports

- a) Welcoming Committee report

Welcoming Committee visited 6 new homeowners. They passed out mugs to all who were at home. The board authorized 10 mugs to be given to attendees of the Annual HOA meeting on March 2. (A raffle will be held)

- b) Requests for Structural Modifications (ACC-A)
- 1) 5904 Snaffle Bit – landscape from yard – approved
 - 2) 3919 Country Trails – sun room – approved
 - 3) 5430 Annie Laurie Lane – room addition – not approved
 - 4) 3658 Country Trails – retaining wall and paver driveway – approved
 - 5) 4027 Corral Canyon – paint – approved
 - 6) 4226 Country Trails – windows – approved
 - 7) 3804 Country Trail – solar - approved
- c) Architectural Control Committee Report (ACC-C)
- 1) 3934 Corral Canyon – HO fined for stored van in driveway. Fine balance is \$3300. Recommend \$150. HO has not responded **Small Claims Action pending.**
 - 2) 5416 Horse Ridge- HO fined for Christmas lights on house. Fine balance is \$400. Recommend \$100. HO has not responded.
 - 3) 5951 Central- Garage door and house trim need to be repainted. Fine Balance is \$800. Recommend \$100. Homeowner paid \$1450 due from Small Claims action. Balance due is \$800. A letter has been send to HO stating her balance and what needs to be done to avoid additional fines.
 - 4) 3774 Wild Oats – Yard needs ground cover- Fine balance is \$1200. Recommend \$200. HO has paid \$500 of his fine.
 - 5) 5904 Snaffle Bit – Yard needs weeding and maintenance. Fine balance \$750. Recommend \$150. HO paid \$1150 due from Small Claims action. Balance due is \$740. HO working with John on SCR for yard.
 - 6) 3633 Belle Bonnie Brae – Garage and trim need repainting. Fine balance is \$300. Recommend \$100. HO has not responded.
 - 7) 5628 Loping Lane – Yard needs clean up, and maintenance. Fine balance \$800. Recommend \$100. Dates of fines 2012 – 2020) HO has not responded and has been taking several dumpsters of trash away.
 - 8) 5628 Loping Lane – Failure to obtain approval before painting garage. Fine of \$200 recommended. A first notice and SCR were sent to HO.
 - 9) 5959 Central – Slope and side yard by drive way need ground cover. SCR expired 2/2019. Fine balance \$700. Recommend \$200. HO has not responded.
 - 10) 6014 Blacksmith – Front yard needs ground cover – 3 expired SCR's for this project. Fine balance \$700. Recommend \$200. HO stated turf to be installed 11/21/2019, but there was no turf installed.
 - 11) 6020 Central – Stored vehicle in driveway – Fine balance \$1100. Recommend no fine. HO asked that last month's fine be rescinded. Her son was involved in a

serious accident and had the car towed to her house. Car has been removed. Previous fines 4/2007 to 5/2019.

- 12) 3709 Country Trails – Fine balance \$150. Recommend \$150. Homeowner has not responded.

Board action:

5904 Snaffle Bit – fine held in abeyance- SCR approved tonight.

5628 Loping Lane – Fines to be paid in escrow. Disclosure to be made in escrow re: garage paint color.

6020 Central – Wrecked car gone. \$1100 fine balance stands.

All Fines approved except #5 (held in abeyance), #8 (disclosed in escrow) and #10 (to be addressed in executive session) (MSC Clayton/Snyder 4-0)

3727 Corral Canyon. This home was sold in foreclosure. New owner is to get fine warning letter regarding condition of the yard (front and back) and home one month to remedy the situation.

d) Open Space Committee (OSC)

- 1) 4018 Corral Canyon – HO wants shrubs trimmed back from his back fence. This work will be done as soon as I am able to get on the trail
- 2) Irrigation – Irrigation systems on Corral Canyon and central grass areas were tested. There were several sprinkler heads in both areas that will need to be replaced. New Way will do the work
- 3) Contractor – On January 8th, 2020, our contractor, Landsystems (aka Terracare), gave notice termination of their contract effective February 7th, 2020. Glenn contacted New Way Landscape to pick up the contract on an interim basis until a new contractor could be hired. The new contractor will be hired by June 1, 2020.
- 4) Trail behind Country Trails – Glenn has been informed that there is a lot of damage to the trail. Deep ruts caused by recent rains created erosion. As soon as weather permits, Glenn will inspect the trail.

Maintenance Contract February 2020

Item Number	Deliver order	Cost
2A	Mow grass bi-weekly	\$2,512
10	Irrigation	880
Total		\$3,392

There are three people interested in the OS job: Mr. Endicott, who has agricultural experience, Mr. Diaz who also has experience and Michelle Kris who has a landscape AA degree. Dave Schlesinger, Glenn Kopp, Daniel Diaz and Michelle Kris are to review and rewrite the OS Contract.

e) Financial Officer (FO)

- 1) Operating Accounts: 1/30/2020 transferred \$50,000 from SDCCU MonMkt to WFB checking. 1/30/2020 deposited \$13,500 to reserve MM per Budget 2019-2020 (MSC Clayton/Snyder 4-0)
- 2) Escrow Report: 2 demands and 1 closing.
- 3) Reserves/Reserve Study: Level II Reserve Study DRAFT for FY2020-20221 received 1/13/2020. Reserve study updated due to transfer of \$13,500. There is a 60 day review period which ends Mar. 12, 2020. Reserve study recommends Option 3 which is \$0 for each unit or no reserve transfers. Motion to approve reserve study option 3 (MSC Clayton/Snyder 4-0)
- 4) New/ Old Business: Annual Budget Reserve/Collection policy and Escrow Doc fee disclosure will be mailed Feb17. Annual Courtesy Notice for Assessment will be mailed Feb. 24th, 2020

Delinquent Receivables Total	\$10,026.94
2019/2020 Delinquent Accts. Balance	4.93
GBF Collection/BK/ uncollected judgments	9,972.01

Motion to approve delinquent Receivables (MSC Clayton/Stewart 4-0)

- 4) Written Communication: Reviewed and accepted
- 5) Community Actions and Issues
- 6) Old Business
 - a) ADU and JADU There was a discussion among the board and homeowners present regarding room addition requirements. There was no action on this as the full board was not present.
- 7) New Business
 - a) The agenda for the Annual Meeting will mirror the agenda for last year's meeting. Chief Sims will be asked to speak to the attendees.
- 8) Board Member Comments
- 9) Set Agenda for next meeting: Items for discussion at the March 10 meeting will include ADU-JADUs and the Ring Road Encroachment
- 10) Adjournment – 8:05
- 11) Executive Session may be held

Respectfully submitted



Mary Ellen Phillips
BHHA Recording Secretary

