

Bonita Highlands Homeowners' Association

Board of Director's Meeting Minutes

June 8, 2021 Zoom Video Conference

1. **Call to Order:** Notice: we would appreciate all guests identifying themselves to the Zoom host. 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. This meeting is being recorded to assist the secretary in taking minutes. Thank you for your cooperation.

A) Roll Call:

Board of Directors (present unless noted as absent)

Mike Seiler – President Dave Schlesinger – Vice President Sharon Clayton – Treasurer Caroline Pierce – Secretary Dan Diaz – Member at Large

Staff Members (present unless noted as absent)

Sandra Jones – F.O. John & Ana Maria Gilman ACC-A Sylvia Tucker ACC-C
Michelle Kriz – O.S.C. Mary Ellen Phillips – Recording Secretary Ray & Bobbie Snider – Welcoming Committee (absent)

Guests: Scott Richison, Ann Sweet, and Jim Thomas

B) **Pledge of Allegiance**

- C) The next regularly scheduled meeting of the Board of Directors will be on August 10, 2021, Via Zoom VTC. (There is no HOA meeting in July.)

- D) Review and adoption of the minutes from May 11, 2021, Moved, Seconded, Curated (MSC) Clayton/Diaz 5/0

Adopt minutes as read.

2. **Homeowners Appearances:**

- A) Homeowners appeals to violation notices or fines.

- B) Open forum for homeowners in attendance

A homeowner submitted questions to the board as he was unable to attend the meeting.

- Requested SCR was delivered to him on June 6, 2021.

- Encroachment concerns mentioned at the May meeting. Daniel Diaz stated that there were 12 properties in the Highlands that they believe have encroached on the open space. Board elected to table this until August. Motion: VP Schlesinger/ Member Diaz moved to bring this up again in August. MSC 5/0 It was suggested the board might use the engineering firm used on the Ring Road encroachment. John Gilman is to contact company and get estimate with Michelle Kriz providing the information on the properties involved. Michelle is to take the lead on this issue.
- A concern was expressed about work being done without SCR/approval. ACC-A sent fine warning letters to people who had done such work. HO asked about fining homeowners who begin/complete work without approved SCR. Wording in HOA documents state “a fine **may** be imposed”.

3. Committee and Staff Reports.

A) Welcoming Committee – Ray and Bobbie Snider

Ray and Bobby were unable to visit new homeowners this month. Caroline Pierce and Sandra Jones volunteered to fill in until they return.

B) Requests for Structural Modifications (ACC-A) John and Ana Maria Gilman

1. **5948 Pathfinder** – in ground pool – approved – permit required
2. **3741 Country Trls.** – replace windows – approved – no permit required
3. **5440 Horse Ridge** – relandscape front yard – approved – no permit required
4. **5440 Horse Ridge** – new fence and gate – approved – no permit required
5. **5440 Horse Ridge** – renewal of SCR for deck – approved – permit required
6. **3804 Country Trls.** – Paint – approved – no permit required
7. **5746 Central** – paver driveway and walkway – approved - no permit required
8. **4355 Country Trls.** – in ground pool and vinyl fence – approved - permit required
9. **4347 Country Trls.** – in ground pool and vinyl fence - approved – permit required
10. **3655 Country Trls.** – replace sliding glass doors – approved – permit required
11. **4013 Shadow Rock** – paver driveway and RV driveway – approved - no permit reqd.
12. **5934 Steeplechase** – Paver driveway – approved - no permit required
13. **3660 BBB** – paver driveway, artificial turf and dec. rock -approved – no permit reqd.
14. **5621 Loping** – paint – approved – no permit required
15. **4042 Corral Cyn** – paint – approved – no permit required
16. **5636 Loping** – patio cover – approved – no permit required
17. **5934 Rocky View** – repair of rear slope – approved – permit required
18. **5712 Good Karma** - replace HVAC system – approved – permit required
19. **5629 Sprinter** – in ground pool - approved – permit required

C) Architectural Control Committee Report (ACC-C) Sylvia Tucker

1. **3707 Country Trls.** – stored truck – fine balance \$1950 recommend \$300 – HO paid first \$450 of fines but has not moved truck nor responded.

2. **3908 Rock River Ln** – stored vehicle – fine balance \$600 (\$300 of which is from 2018) Recommend \$150 – HO has not responded.
3. **5903 Snaffle Bit** – oil spots in driveway – no fine recommended – HO requested. more time which was approved by Pres. Seiler and VP Schlesinger
4. **5943 Rocky View Ct.** – Hillside failed – submitted SCR without permit – fine balance. \$150 – no new fine recommended Pres. Seiler, VP Schlesinger and John Gilman met with HO and SCR for permit being prepared.
5. **3626 Country Trls** – Green pool causing nuisance – fine balance \$300 – no new fine. recommended as pool has been drained (spa still full)
6. **3667 Corral Cyn.** – yard needs maintenance and large tree limb needs to be cut away from sidewalk. Fine balance \$200 – ACC-A Gilman and ACC-C Tucker met with Property manager. Discussed what needed to be done and HO was sent an SCR which gave him 4 months to finish yard work.
7. **4210 Country Trls.** – built deck without HOA approval – recommend fine of \$100. HO responded saying contractor did not tell him permit was required. They plan to install a glass fence as there is currently no railing.
8. **6037 Central** – two pine trees are dying – in March, HO was given until June 2021, to try save the trees.
MSC Diaz/Pierce – to remove \$300 fine from 3626 as pool is drained 5/0
MSC Schlesinger/Diaz to accepts all recommended fines (except #5 which was forgiven) 5/0

D) Open Space Committee (OSC) Michelle Kriz

1. Completed projects:

- Gopher/Squirrel control behind Filly Ln. OSC requested more traps be put in area.
- 4152 Country Trls – Bait control for squirrels requires bait to be put directly into hole and as there is no safe access for exterminator neither Adios nor Corky's can help with the problem. OSC contacted HO to stress the importance keeping access to food to a minimum. Slope damage is the issue and Pres. Seiler, VP Schlesinger and OSC to meet in area to view slope damage and discuss possible solutions to prevent slope collapse.

2. Looking Forward:

- Open space mowing to begin on or about June 12 on the East side of Corral Cyn and move to the horse ring and work out from there. Due to below average rainfall and the timing of last year's mowing some of our interior areas will not require mowing this year. **Brow ditch cleaning** will take place at the same time as well as weed whipping up to HO's fence lines.

3. Proposals Needing Board Approval:

- Tree/brush removal Area 7 \$17,833
 - Mainline Install at Ring Rd. itemized proposal and ariel diagram presented \$4,893.
 - Irrigation Upgrade/Repair Wild Oats LN/Country Trls Green Space. Itemized proposal and diagram presented \$1,725.
- MSC Diaz/Pierce move to accept three proposals totaling \$24,501 5/0

E) Financial Officer – Sandra Jones

1. YTD balance sheet

- Operating Accounts 4/30/2021 Beginning balance \$481,917.14
5/31/2021 ending balance \$475,534.59.
- Reserve Accounts 4/30/2021 beginning balance \$236,314.55
5/31/2021 ending balance \$236,372.71.

2. Total cash on hand \$711,907.30

3. Escrow Report

- May 2021: 4 demands sent/ 3 closings.

4. Reserves/Reserve study

- Level III Reserve Study for 2022 schedules to start November 2021.

5. Old/New Business

- Old/BHHA will require Sexual Harassment training by 12/31/2021 (5 or more employees)
- Old/ as of 6/5/2021 661 of 667 Assessment checks received.

6. Delinquent receivables Report Summary:

- All Delinquents Acct. balances \$2564.49

MSC Clayton/Diaz to approve May 31, 2021 reports: Balance sheet, Profit & Loss, Budget vs Actual, Bank Reconciliations, General ledger, Check Register detail, Delinquent Receivables (collections), and Payroll Summary. 5/0

4. **Written Communication Log** - complete

5. **Community Actions and Issues**

6. **Old Business**

- A. Planned ADR scheduled for 6/22/2021 with lawyer from the insurance to represent BHHA.
- B. County working on resolution to water leak under new paving on Corral Cyn. and repairing some "low" manhole covers.
- C. Rocky View slope slide: remediation: working with the county, county permit required easement needed for storage of heavy equipment. Pres. Seiler and VP Schlesinger to follow through with this process.

7. New Business

- A. Discussion of Nextdoor post regarding female (possibly homeless) on Central
- B. Conference call with SD County to discuss trail easement on 3601 Country Trl to connect trail with county trail system.
- C. Sylvia Tucker to provide information on Senior Volunteer Patrol as that service benefits the Highlands and they are currently understaffed.

8. Board Member Comments

9. Set Agenda for next meeting.

10. Adjournment: 8:30 pm

11. Executive Session held

Respectfully submitted.



Mary Ellen Phillips
BHHA Recording Secretary