

Bonita Highlands Homeowners' Association
Board of Director's Meeting Minutes
March 8, 2022, 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)
Caroline Pierce – President Mike Parnell – Vice President
Sharon Clayton – Treasurer (absent) Stephen Fox – Secretary Dan Diaz – Member at Large
 - Staff Members** (present unless noted as absent)
Sandra Jones – F.O. John & Ana Maria Gilman ACC-C Sylvia Tucker ACC-C(absent)
Michelle Kriz – O.S.C. Mary Ellen Phillips – Recording Secretary
Ray Snider – Welcoming Committee
 - Homeowners in attendance:** Ann Sweet, Mike Sampsel,
 - B) **Pledge of Allegiance**
 - C) The next regularly scheduled meeting of the Board of Directors will be on April 12, 2022, Via ZOOM video conference
 - D) Review and adoption of the minutes from Feb 8, 2022, **MSC** to approve the minutes as Read: Diaz/Fox 4/0
2. **Homeowners Appearances:**
 - A) Homeowners appeals to violation notices or fines. (none)
 - B) Open forum for homeowners in attendance
A homeowner proposed a fund set up for maintenance issues when homeowners are unable to maintain property. It was taken under advisement to be discussed later.
3. **Committee and Staff Reports.**
 - A) Welcoming Committee – Ray Snider
Ray visited three new homeowners. One home was being renovated.
 - B) Requests for Structural Modifications (ACC-A) John and Ana Maria Gilman
 - 1) 3628 Wild Oats – retaining wall – approved - no permit required- exp 7/8/22
 - 2) 3947 Country Trails – vinyl fence and gate – approved – no permit required – exp 7/8/22
 - 3) 4339 Country Trails – new fence and gate – approved – no permit – exp 7/8/22
 - 4) 5778 Sprinter - Solar – approved – permit required – exp 7/8/22

- 5) 5652 Loping Lane – solar – approved - permit required – exp 7/8/22
- 6) 3642 B B B - solar – approved – permit required – exp 7/8/22

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

- 1) 3651 B B B – Shrubs growing in open space – fine balance \$200 – recommend \$100
Fine to be held
- 2) 3727 B B B – Nuisance complaint RE: barking dogs- \$100 fine recommended but held
in abeyance as owner said dogs were to be rehomed.
- 3) 5730 Central – Unpermitted ADU with no SCR, with less than 4’ setback – Recommend
\$200 fine – HO responded but did not address ADU issue.
- 4) 3668 Corral Canyon – Dead pine tree in front yard – fine balance \$100 - recommend
\$100 - Homeowner has not responded.
- 5) 3933 Corral Canyon – weed barrier by sidewalk exposed – Recommend \$100 –
Homeowner paid \$300 fine balance but has not responded.
- 6) 4226 Corral Canyon – lawn dead and mailbox falling – rescind fine problem solved
- 7) 4343 Corral Canyon – front yard bare dirt – fine balance \$1,150 – recommend \$100
Homeowner responded but has not provided a timeline for repair or an SCR. \$950
owed for prior landscaping fines.
- 8) 3908 Rock River – 2 stored cars, trash cans out - \$1,100 fine balance – HO in process
evicting tenants, received court order to proceed with eviction – no new fine
- 9) 5034 Rocky View – SCR for slope stabilization but no county permit. Fine balance
\$1,150 – recommend \$300 – Homeowner responded and protested fines being
levied however, he has had 2 years to obtain a permit and provide a plan of action.
- 10) 5950 Steeplechase – \$100 fine balance – Homeowner responded and is cutting
Branches. Recommend we hold next fine until April meeting
- 11) 3750 Wild Oats – front yard is bare – fine balance is \$100 – recommend \$100
Have not received a response from homeowner.
- 12) 5866 Whirlybird – unauthorized and unpermitted sump pump in open space –
Recommend \$200 fine – HO Attorney advised sump pump removed by HO. Property
May have been sold in March.

Motion to approve all fines as listed Parnell/Fox 4/0.

D) Open Space Committee (OSC) Michelle Kriz

- 1) Completed projects: County of San Diego has approved our request to officially
designate the curbs at the trail entrances in Bonita Highlands as “red” curbs. The
County now assumes the maintenance of the curbs.

2) Ongoing projects:

- a) 4152 Country Trails Slope Repair Henry Earthworks (HEW) has been hired as the contractor to perform the repair of the slope. The contract was signed and returned to HEW with \$1000 deposit. Start date pending. Homeowners have been notified and firmed of the critical need for water to drain to the front of their property.
- b) 5764 Sunny View Drive: OSC contacted County Parks and Recreation Trails Division to arrange a tour of the affected area. LandCare has installed straw Wattles to redirect some of the water from this property.
- c) Soil Storage on the trail for Rocky View Court: The county agreed to allow the homeowner to store soil in the open space between the trail and Proctor Valley.
- d) Brow ditch repair: Bide \$64,605 to repair/replace damaged brow ditches.
- e) Split Rail Fence Replacement: This project will be pushed to a later date in hopes there will be a stabilization in construction materials costs and availability. LandCare will remove damaged sections when they do their trail entrance Maintenance later this month.

E) Financial Officer – Sandra Jones

- 1) 2/28/2022 YTD Balance Sheet:
 - a) Operating accounts:
 - b) Reserve Accounts:
 - c) Total Cash on hand
- 2) 02/28/2022 P & L Budgeted VS Actual
 - a)
- 3) Escrow Report –February 2022- 1 demands issued and 1 closing.
- 4) Reserve Study/Audit & Tax Filings/Budget
 - a) Motion to approve transfer of \$20,000 to WFB Checking MSC Parnell/Fox 4/0
- 5) New/Old Business –
 - a) New: Develop a conflict-of-interest policy and ethics policy per Sonnenberg Recommendation.
 - b) 196/667 Assessments received as of 3/5/2022

Motion to approve February 28, 2022, Reports: Balance sheet, Profit & Loss Budget vi. Actual, Bank Reconciliations, General Ledger, Check Register detail, Delinquent Receivables (collections) and Payroll Summary. MSC Parnell/Diaz 4/0

4. **Written Communication Log** reviewed and accepted

5. **Community Actions and Issues **

6. Old Business –

- A. ETC update: approaching 200 homeowners. Each one results in fewer newsletters printed and mailed.
- B. Honorarium of \$200 approved in February for us of Presbyterian Church for Annual meeting.

7. New Business

A)

8. Board Member Comments-

9. Set Agenda for next meeting.

10. Adjournment 7:25

11. Executive Session held.

Respectfully submitted



Mary Ellen Phillips – BHHA Recording Secretary