



Bonita Highlands Homeowners' Association Board of Director's Meeting Minutes

May 12, 2026 – In Person Meeting

(Amended August 11, 2026, by BHHA BoD action to reflect the vote on the assessment deadline extension.)

1. Call to Order.

The meeting was called to order by the President who welcomed everyone and highlighted the guidelines for the meeting. It was conducted by "Roberts Rules of Order," with those wishing to speak before the Board addressing the chair, recognized, identifying themselves by name and Highlands' address. The President limited comments to a reasonable time per individual to ensure adequate time for all individuals to speak. The President stated the meeting was being recorded to assist the Recording Secretary in taking Minutes.

a. Roll Call:

Board of Directors (present unless noted as absent)

Mike Parnell – President

Liz Wetter – Vice President (absent)

Stephen Fox – Secretary

Dana Toogood – Treasurer

Dan Diaz – Member at Large

Staff Members (present unless noted as absent)

John Niekrasz- ACC-A

Isaac Frangie – ACC-C

Mike Webb – Open Space Chair (absent)

Mary Ellen Phillips – Recording Secretary

b. Homeowners in Attendance: 10 homeowners were present

c. Pledge of Allegiance.

d. Next Board of Directors (BOD) Meeting.

The next regularly scheduled BOD Meeting will be at 6:00 p.m. on June 9, 2026, at Bonita Sunnyside Fire Station, 4900 Bonita Road.

e. BOD Meeting Minutes.

There was a review of the BOD Meeting Minutes from April 14, 2026, BHHA BOD and Homeowners Meeting, and a few changes were recommended.

Motion: The President made a motion to approve the April 14, 2026, BOD Meeting Minutes with the noted changes and the Secretary seconded the motion. Motion, Second, Vote (MSV): M. Parnell/S. Fox, 4/0.

f. Board Resolution Reading.

The Secretary read in its entirety the new Board Resolution prepared by the BHHA lawyer regarding the April 2026 Assessment Cycle – Ratification of Grace Period Extension and Reversal of Late Charges.

Motion: *The President made a motion to approve the Board Resolution for the April 2026 Assessment Grace Period and Reversal of Late Charges and the Treasurer seconded the motion. MSV: M. Parnell/D. Toogood, 4/0.*

2. Homeowners' Appearances.

a. Homeowner Appeals to Fines. None

b. Open Forum for Homeowners.

There were 10 homeowners present and provided the following inputs during the meeting.

- 1) One homeowner requested help with neighbor's 6 year old slope issue.

- 2) One homeowner was a new owner and first-time visitor to the BHHA meeting. She asked about the old electrical power panels and breakers mentioned in the Newsletter. She also asked if the Ring cameras with lighting were okay.
- 3) Another homeowner had questions about the plans for the Open Space at the bottom of Wild Oats where a new split rail fence has been installed. The Board explained that the area is a “work in progress” as the Open Space Committee works to determine the most cost-effective way to make that area attractive and useable by residents. The homeowner said she would be interested in working with the Open Space Committee.
- 4) The remainder of the homeowners had questions, comments and concerns about the potential change to the BHHA Rules and Regulations regarding Exterior Lighting.

3. Committee and Staff Reports.

a. Architectural Control Committee – Authorizations (ACC-A) – John Niekrasz

ACC-A discussed properties with issues or concerns.

- 1) There is a pool company requesting an “approval stamp” which we do not have.
- 2) There is a homeowner requesting approval for luxury asphalt and a roofer provided samples to share with the Board.
- 3) There are SCRs waiting for approval that ACC-A will post on PayHOA but has had issues with PayHOA posting all of the SCRs. Treasurer will check with PayHOA regarding the posting issue.
- 4) The ACC-A will continue to monitor all these and reach out to the homeowners.

Report Status: The Board Accepted the ACC-A report as presented.

b. Architectural Control Committee – Conformance (ACC-C) – Isaac Frangie

- 1) Lot 239. There has been progress, but it has been slow and no completion date set. Request a \$100 fine.
- 2) Lot 523. They seem to have stopped working on their yard project. Request a \$100 fine.
- 3) Lot 556. The homeowner put in turf and stopped the balance of the yard project. No progress and no communication in the last month. Request a \$100 fine.
- 4) Lot 512. Front yard still has an issue (weeds and dead grass). Sending fine warning letter.
- 5) Lot 598. A homeowner reported a neighbor feeding coyotes. ACC-C contacted the homeowner in question, and she stated she is not feeding coyotes but her cats.
- 6) Lot 357. The homeowner has a green pool (algae and potential mosquitos) and is suspected of feeding wildlife in their back yard. Neighbor contacted San Diego County Vector Control. ACC-C to monitor the situation.
- 7) Lot A02. The weeds on the hillside on Central a considered a fire hazard. ACC-C sending fine warning letter.
- 8) Lot 576. ACC-C sending a fine warning letter asking about plans to remediate issues with neighbor’s slope slide and fence instability.
- 9) Reports of excessive dog barking on Sprinter and Good Karma. ACC-C left friendly Yellow Door Hangers regarding barking dogs.

Motion: The Board accepted the ACC-C report as presented. The President made a motion to fine the three homeowners in the ACC-C report for the stated violations, and the Secretary seconded the motion. MSV: M. Parnell/S. Fox, 4/0.

c. Open Space Committee (OSC) – Mike Webb

1) **Key Issues and Updates:**

- a) Focus of OSC is to continue vegetation mitigation work and address neglected areas, identify new areas and the prompt scheduling of mowing.
- b) First phase of Firewise work complete.
- c) Emergency Tree removal at 5621 Loping Lane was completed April 24, 2026
- d) The Split Rail Fence installation at the end of Wild Oats was completed.
- e) Ahlee Backflow Service completed annual mandatory testing in April.

2) **Slope Failure.**

- a) The OSC presented the Triple D Construction bid from May 1, 2026, of \$4,000 for a pipe and board retaining system at 5715 Good Karma. Requested the Board approve so he can give the contractor the go ahead to schedule the work. This topic was discussed during the Executive Session.

3) **Other Updates:**

- a) OCS reported the clean-up of weeds and brush on Annie Laurie Lane cul de sac, that was approved last month, was completed.
- b) OCS reported that Aztec had completed their mowing of the greenbelt.
- c) The OSC is working with Aztec to ensure they have secured the mowing equipment for May/June time frame.

Report Status: The Board Accepted the OSC report as presented.

d. Financial Report – BHHA Treasurer

1) The Treasurer reported the BHHA is in sound financial condition.

2) Financial items completed this month included.

- a) The Staff Financial Officer position has been eliminated as a cost savings measure, and the Board is using PayHOA for bookkeeping and escrow processing services.
- b) Set up HomeWiseDocs to handle escrows. They are online now.
- c) Engaged Sonnenberg CPAs for the BHHA Federal and State Tax Returns. Most of their requests have been submitted and they have access to PayHOA Portal; waiting to see if any additional information is requested.
- d) All of this year's Annual Assessments have been invested in CDs.
- e) Still working on closing excess bank accounts and switching auto-pays from Wells Fargo to AAB.
- f) Gained online access to Wells Fargo and AAB.
- g) Working with OSC and Recording Secretary to get invoices paid in a timely manner. Vice President has agreed to cover all financial tasking when Treasurer is absent.

Report Status: The Board Accepted the Financial Reports provided.

e. Communication Log – Recording Secretary -- M.E. Phillips

Report Status: The Board Accepted the Communication Log report as presented.

4. Old Business.

- a. Exterior lighting change wording provided and the following comments, inputs were provided and discussed:
 - 1) Three and a half months is too long for holiday decorations.
 - 2) Clarification of wording and homeowner input encouraged.
 - 3) Permanent lights are better than paying for installation annually and being able to be changed by season.
 - 4) Lights should be white unless a holiday being celebrated.
 - 5) Security lights need to be bright enough that security cameras are effective. Ambient lights are white.
 - 6) Security lights should be on motion sensors and should shine into the neighbor's yards.

The Board received all the inputs and will discuss them during the Executive Session. And updated wording to the proposed Rules and Regulations exterior lighting change will be presented at the next meeting.

- b. A longtime resident had concerns about the speed with which people travel down Central Avenue. He thought increased police presence would help. The President shared what he had found out when talking with the Highway Patrol and Sheriff Dept, that 80% of the tickets issued for speeding were against Bonita Highland's residents! This topic will be addressed in the next newsletter. The Sweetwater Valley Civic Association (SVCA) is working with CHP to address this problem.
- c. Modification for assessment late fees/collections.
 - 1) Advice from the BHHA lawyer regarding late fees. Because PayHOA automatically applied late fees, the lawyer advised a grace period extension to April 30, late charges reversed and refunded if already paid by homeowners.
 - 2) This is a one-year extension only, adopted during an open meeting.
 - 3) Next year we will have a better plan for clarifying due dates and send the information in a letter to each homeowner.
 - 4) *The Board Resolution generated by the lawyer that was read and approved by the Board at the beginning of the meeting will be attached to the Minutes.*

5. New Business.

- a. Electric bikes. There was a discussion on this issue about the number of younger people riding electric bikes at high speeds in the Highlands. The County is in the process of establishing a new e-bike policy for the unincorporated areas of the County. Chula Vista has been proactive with their new e-bike laws by going to schools, talking with parents, and disseminating information on these e-bikes.

6. Community Actions and Issues.

- a. Paloma Aguirre (San Diego County Board of Supervisors) will have a "State of Bonita" meeting in August. The date is yet to be determined, it will be put in Newsletter and homeowners are encouraged to attend.

7. Board Member Comments. None

8. Adjournment. The meeting adjourned at 7:45 pm.

9. Executive Session. An Executive session was held after the meeting.

Respectfully Submitted

A handwritten signature in dark ink, appearing to read 'MEP', with a long horizontal stroke extending to the right.

Mary Ellen Phillips – BHHA Recording Secretary