



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

June 10, 2025 – In Person Meeting

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 chair 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:

1) 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 (absent)

2) Staff Members (present unless noted as absent)

Sandra Jones – F.O. John Niekrasz- ACC-A (absent) Isaac Frangie – ACC-C
Mike Webb – Open Space Chair Mary Ellen Phillips – Recording Secretary

b. Homeowners in attendance: four

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 August 12, 2025, at Bonita Sunnyside Fire Station, 4900 Bonita Road.

e. BOD Meeting Minutes. There was a review and adoption of the BOD Meeting Minutes from May13, 2025, BHHA BOD and Homeowners Meeting.

Motion: The Secretary made a motion to approve the May 13, 2025, BOD Meeting Minutes and the President seconded it. Motion, Second, Vote (MSV): S. Fox/M. Parnell, 3/0.

2. Homeowners' Appearances

a. Homeowner Appeals to Fines. There were no homeowner appeals.

b. Open Forum for Homeowners.

1) Homeowner on Belle Bonnie Brae expressed concern about the motorized vehicles in open space by the horse ring. The electric vehicles were described as electric motor bikes (dirt bikes/motorcycles and quads), not electric enhanced bicycles.

The discussion included the following:

- President suggested we look at signs on trails and ask San Diego County Parks and Recreation to update signs, as well as talk with the sheriff.
- Updated Rules and Regs might include power limitations and wheel size.
- The Treasurer suggested research be done before the decision is made.

- Open Space Committee to develop input for Rules and Regs for trail use, determine what is legal on the trails as well as what the County recommends on enforcement.

3. Committee and Staff Reports.

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

- 1) 3624 Filly Lane. ACC-A and the President will go and look at the retaining wall and make a decision on what the owner needs to do to complete the project.
- 2) 5781 Sprinter and 5942 Steeplechase. ACC-A to put both SCRs on PayHOA to they can be reviewed and processed by the Board.
- 3) 3866 Wild Oats Lane. Board unclear of project and tabled it; ACC-A and the Board will discuss ADU reapproval process.
- 4) 5736 Barley Court. Board tabled item; Board to talk with ACC-A about this property.

Motion: The Secretary made a motion to approve the ACC-A report as presented. MSV: S. Fox/M. Parnell, 3/0.

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

- 1) 3774 Wild Oats Lane – homeowner submitted a new SCR; no additional fine; ACC-C to monitor.
- 2) 5706 Sprinter Lane – Property has new grass, debris and tile removed.
- 3) 4011 Corral Canyon – Isaac sent email regarding furniture in the driveway. No progress on repairs to double garage door. Monitor.

Motion: The President made a motion to approve the ACC-C Report as presented. MSV: M. Parnell/S. Fox, 3/0.

c. Open Space Committee (OSC) – Mike Webb (Dan Diaz)

Key Issues and Updates:

Aztec Landscape:

- 1) Irrigation Inspection – Given full credit for JAN 2025 water bill. OSC told Aztec they are required to notify him when they are doing any work other than bi-weekly mowing.
- 2) Overgrown deferred trail maintenance. The last maintenance focused on most overgrown trails. OS Committee identified trail entrances to be added and numbered to trail entrance contract. New focus on all entrances with light trimming where needed.
- 3) Water Box (control) on Sprinter installed. Work completed and confirmed.

City of Chula Vista

- 1) Trail Maintenance between Country Trails and Corral Canyon was completed.

Other Issues and Updates

- 1) Fencing and trash removed from baseball diamond in Open Space off Steeplechase.
- 2) Beehive in Cox Box on Central addressed
- 3) Identified slope failure related to storm drain runoff at Blacksmith and Country Trails. (south side). Follow up needed.

4) Inputs provided to address the ATV, dirt bikes, and electric motorcycle issues.

Requests for Board:

- 1) Approval for maintenance of remaining trail entrances which include both horse ring entrances. See below*
- 2) Approval of Tree Maintenance – see below*
- 3) Till horse rings and remove the mound of dirt being used as a jump for motorcycles
- 4) Start date for Open Space mowing to be last week of June.
- 5) Aztec proposal # 3464 for lacing trees no more than 20-25%, to clear all structures by 2-3 ft. and raise canopy to allow for vehicle and pedestrian clearance.
- 6) Cost \$8,160.00

Motion. The President made a motion to accept Aztec proposal #3464 for \$8,160 for work in Open Space sections 1,8,9,10 and 11. MSV: M. Parnell/S. Fox, 3/0.

Motion. The President made a motion to accept the OSC Report as presented. MSV: M. Parnell/S. Fox, 3/0.

d. Financial Officer (FO) – Sandra Jones (Dana Toogood)

1) Balance Sheet 05/31/2025

- Operating Accounts
 - Dana Toogood added as a signer for WFB.
- Reserve Accounts
 - The FO requested a Motion to add Dana Toogood as a signer to all accounts at North Island Credit Union (NICU) and retain Elizabeth Wetter and Sandra Jones as signers on all these NICU accounts.

Motion: The President made a motion to add Treasurer Dana Toogood as a signer on NICU accounts and retain Liz Wetter and Sandra Jones as signers on these accounts. MSV: M. Parnell/S. Fox, 3/0.

Motion: The Treasurer made a motion that she be a “read only” user for both AAB and WFB. MSV: D. Toogood/M. Parnell, 3/0.

- Demands: 4 Issued / 2 Closings / 0 Reverse Mortgage/Refinance.
- Audit and Tax filing starts 5/1/2025.

Motion: The Treasurer made a motion to accept the proposal for the audit and tax filings. MSV: D. Toogood/ M. Parnell, 3/0.

Motion: The Treasurer made a motion to file and pay the BHHA taxes. MSV: D. Toogood/M. Parnell, 3/0.

Motion: The Treasurer made a motion to approve May 31, 2025, Balance Sheet, Profit and Loss Budget vs Actual, Bank Reconciliations, General Ledger, Check Register Detail, Aging Report (Delinquent Receivables), and Payroll Summaries. MSV: D. Toogood/M. Parnell, 3 /0.

d. Communication Log – Recording Secretary M.E. Phillips (Steve Fox)

The Recording Secretary stated all communications on the log were completed.

Motion: The Secretary made a motion to accept the Communications Report as presented. MSV: S. Fox/M. Parnell, 3/0.

4. Old Business.

- a. Committees – This item was tabled.
- b. Community Picnic – as there was no interest in a community picnic, the idea was dropped.

Sandra Jones objected to the business on the agenda being addressed as this agenda was not in the Newsletter. The Board explained that things come up between the distribution of the Newsletter and the meeting that should be addressed for the Association. The Treasurer noted the objection, and the agenda items and discussion continued.

5. New Business.

- a. Rules and Regs - The changes to Rules and Regs will be put on the website agenda for August and in the July Newsletter.
- b. The July Newsletter will be distributed in the week of July 7th due to holiday.

6. Community Actions and Issues:

- a. Sweetwater Valley Civic Association is looking for two homeowners to represent the Highlands as there are two empty seats for our area. The SVCA meets the first Wednesday of every month.
- b. Bonita Valley Horsemen will have their annual meeting in our horse ring area on July 19 from 9:00-3:00. Their insurance is on file and their use of the horse ring was approved by the board.

7. Board Member Comments:

- a. The President announced that Sunnyside School was recognized as a 2025 California Distinguished School. Sunnyside is the home Elementary School for Bonita Highlands students, and President's daughter teaches there. Congratulations Sunnyside.

8. Adjournment: 7:37 PM

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

Respectfully submitted,



Mary Ellen Phillips – BHHA Recording Secretary