



**Bonita Highlands Homeowners' Association  
Board of Directors Meeting Agenda  
December 9, 2025  
Bonita Sunnyside Fire Station**

**1. Call to Order**

We would appreciate all guests identifying themselves to the President. 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 Parnell – President   Dana Toogood – Treasurer   Steve Fox – Secretary

Liz Wetter – Vice President   Dan Diaz – Member at Large

Staff Members (present unless noted as absent)

Sandra Jones – F.O.   Mary Ellen Phillips – Recording Secretary

John Nickrasz – ACC-A   Isaac Frangie – ACC-C   Mike Webb – O.S.C.

b) Pledge of Allegiance

c) Next regularly scheduled BHHA monthly meeting will be on January 13, 2025

d) Review and Approval of Meeting Minutes from November 11, 2025, BHHA Monthly meeting.

**2. Homeowner Appearances:**

a) Appeals to violation notices or fines.

b) Other Homeowner concerns/comments

**3. Committee and Staff Reports**

a) Architectural Control Committed - Approval (ACC-A) Report – SCR Requests

b) Architectural Control Committee - Conformance (ACC-C) Report – Violations

c) Open Space Committee (OSC) – Project Status

d) Financial Officer (FO) – Financial Reports

e) Recording Secretary – Communications Log

**3. Old Business**

a) BOD Election

b) Committees

c) Budget Review

d) Re-occurring vender invoices

e) Salvation Army event

**5. New Business**

a) Community involvement

b) County guide lines for horse owners

c) Employee liability coverage

d) HOA meeting minutes

**6. Community Issues/Actions –**

**7. Board Members Comments**

**8. Set Agenda for next meeting**

**9. Adjournment**

**10. Executive Session may be held**