

Bonita Highlands Homeowners' Association

Board of Director's Meeting Minutes

October 12, 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-C; Sylvia Tucker ACC-C (absent); Michelle Kriz – O.S C.; Mary Ellen Phillips – Recording Secretary Ray Snider – Welcoming Committee

Guests in attendance: Jorge Garcia, Russell Duke, Anne Sweet, Mike Sampsel, Steve Fox, David Mesa

B. **Pledge of Allegiance**

- C. The next regularly scheduled meeting of the Board of Directors will be on November 9, 2021
- D. Review and adoption of the September 12, 2021, minutes. **MSC to approve minutes as read Diaz/Schlesinger 5/0**

2. **Homeowners Appearances:**

- A. Homeowners appeals to violation notices or fines: 5964 Pathfinder– HO explained absence from permanent residence in Virginia, mail delayed which is why he did not respond to ACC-C letter in a timely fashion. He sent third party agreement and electronic transfer form to FO. Has SCR being reviewed by ACC-A.
- B) Open forum for homeowners in attendance: 3839 Corral Cyn. – HO is a horse owner and requested info on access to horse ring. Information provided.

3. **Committee and Staff Reports.**

- A. Welcoming Committee – Ray Snider: Twelve new homeowners, ten were visited
- B. Requests for Structural Modifications (ACC-A) John and Ana Maria Gilman
 - 1) 4301 Country Trl – SCR pavers and driveway – approved – no permit exp. 2/12/22
 - 2) 5745 Good Karma – shed - approved – no permit – exp 2/12/22
 - 3) 3727 Corral Cyn – vinyl fencing - approved – no permit – exp 2/12/22
 - 4) 5946 Pathfinder - SCR landscape - not approved – no permit-resubmit
 - 5) 5835 Leadrope - Landscape – no SCR required

- 6) 3726 Corral Cyn - garage conversion –permit req. – exp 2/12/22
- 7) 3758 Wild Oats - patio cover– approved – no permit - exp 2/12/22
- 8) 5811 Blacksmith – fence and block wall – approved – no permit – 2/12/22
- 9) 3702 Corral Cyn - Solar – approved –permit required – exp 2/12/22

C. Architectural Control Committee - ACC-C – Sylvia Tucker (Sharon Clayton) **(Noted that several letters forward to homeowners concerning fine warnings, approved at October meeting were lost/stolen with some returned. ACC-C will need to resend such letters, which means fine warning time frames must be delayed until next meeting.)**

- 1) 3667 Corral Cyn – yard needs better maintenance -3 fines – bal. \$300 – recommend \$100. Fine letter stolen 30 abeyances
- 2) 3703 Corral Cyn – side, parkway maintenance – Recommend \$100 - Fine letter stolen 30 abeyance
- 3) 4139 Corral Cyn – business occupation nuisance – Recommend \$100 – Fine letter stolen 90 day abeyance
- 4) 4155 Corral Cyn – dumping material into common area – Recommend \$100 fine. Fine letter stolen, 60 day abeyance. This is an OS violation
- 5) 4362 Corral Canyon – trail side fence falling over, brow ditch maintenance – This is an Open Space violation. Fine letter stolen, 30 day abeyance
- 6) 3709 Country Trails – stored stuck – 14 fines – balance \$2550 – recommend \$300 Fine letter stolen 30 day abeyance.
- 7) 5527 Horse Ridge – more than eight cats viewed on roof by 2nd story window – Recommend \$100 fine. Fine letter stolen – 30 day abeyance.
- 8) 3908 Rock River – stored vehicle – 7 fines – balance \$900 – recommend \$300 – 30 Day abeyance – fine letter stolen.
- 9) 3908 Rock River – Open Space violation -0 shrubbery encroaching into open space, brow ditch needs cleaning –recommend \$100 –Fine letter stolen – 30 day abeyance
- 10) 5964 Pathfinder – dead and dying lawn needs maintenance – 1 fine \$100 – Fine letter stolen – 30 day abeyance – SCR in for review.
- 11) 5934 Rocky View - SCR for slope stabilization submitted without county permit – \$150 – Fine letter stolen – 30 day abeyance.
- 12) 3851 Wild Oats – fence over 6 feet tall – recommend \$100 fine held in abeyance Fine letter stolen 30 day abeyance.
- 13) 3657 B B B – trailer stored in driveway – no fine – HO advised trailer would be Moved by 10/9/2021
- 14) 3734 Corral Cyn – “ground cover” is bare dirt - \$100 fine recommended – HO responded and does not agree with violation. Staff explained options: Bark, mulch, dg.
- 15) 5615 Jockey – front lawn needs attention - no fine – HO responded turf to be Installed – SCR requested by ACC-A
- 16) 5915 Steeplechase – front yard needs lawn/ground cover – Recommend \$100 – HO Has not responded.
Motion to approve fines # 13, 14, 15, 16 – Diaz/Pierce 5/0
- 17) 5950 Steeplechase - First notice issued Front yard shrubs are too tall and need to be

Trimmed. AP

D. Open Space Committee (OSC) Michelle Kriz

- 1) 4152 Country Trails Slope: GEI did the field inspection (measure and take soil Samples) on Slope. We should have final report with recommendations in 7-8 weeks.
- 2) Ring Road Sign Landscaping: labor proposal signed and submitted to LandCare
- 3) S.D. County allows e-bikes (Class 1-2) on all County trails unless specifically prohibited (limited). Board moved to allow e-bikes on our trails for a trial period of one year. **MSC Schlesinger/Clayton 5/0**
- 4) "Bonita Highlands" sign on lot 50: Caroline Pierce is to chair a committee to determine where to put the monument" which is currently blocked by two utility boxes in an area that is "unsightly". Michelle Kriz and Daniel Diaz will be committee members.

Looking Forward: Proposals

- 1) Corral Canyon/Central Green Belt tree work: large limb broke from Eucalyptus. Removing limb and lacing adjacent tree \$3,312 **MSC Clayton/Diaz 5/0**
- 2) Area 2 South Tree Work: multi-trunked Eucalyptus tree. Motion to address all trees in area and remove entire tree at a cost of \$4700.00. **MSC Clayton/Pierce 5/0**
- 3) Sprinter Trail entrance – Olive trees that are holding the bank will be trimmed to be maintained as small shrubs. The pomegranate tree will be removed. Cost of project \$668.00 **MSC Clayton/Diaz 5/0**

E. Financial Officer –(FO) Sandra Jones

- 1) YTD balance sheet
 - Operating Accounts 8/31/2021 Beginning Balance \$343,747.73. Ending Balance 9/30/2021 \$327,725.74
 - Reserve Accounts: 8/31/2021 Beginning Balance \$241,543.99 Ending Balance 8/31/2021 \$241,597.03.
 - MFCU: **Motion to transfer \$3000 from Reserve account to WFB Checking for Slope Stabilization Contract with Geotechnical Explorations, Inc.** (estimate \$6,250) **MSC Clayton/Diaz 5/0**
- 2) Total cash on hand \$569,322.77
- 3) Escrow Report: August 2021 had 2 demands and 0 closings
- 4) Reserve Study/ Audit & Tax Filings/Budget: 1st Reading of the budget on November 9, 2021, HOA meeting.
- 5) New/Old Financial Business
 - Old/ BHHA Sexual Harassment training to be completed by paid staff by 12/31/2021. (2/5 employees completed)
 - Old/ **Motion to approve Resolution to take action to record lien for delinquent assessments for Lot 426 (Civil Code 5673)**
MSC Clayton/Pierce 5/0
- 6) Delinquent Receivables Acct. balances \$2,155.10

BOD Motion: **Motion to approve September 30, 2021, Reports:** Balance sheet, Profit and Loss, Budget vs Actual, Bank Reconciliations, General ledger, Check Register Detail, Delinquent Receivables (collections) and Payroll Summary. **MSC Clayton/Pierce 5/0**

4. **Written Communication Log:** Reviewed and correspondence completed.

5. **Community Actions and Issues**

A) Corral Canyon speed not posted (painted) 30MPH

B) Water leak at Steeplechase and Corral Canyon repaired and paving resurfaced.

6. **Old Business:** No new information on the ADR, with no action to date.

7. **New Business.**

A) OSC proposals accepted and approved during OSC report.

B) Board Candidate qualification forms to be returned by December 7, 2021

C) First reading of the budget for 2022-2023 will be at the November 9, 2021, meeting

8. **Board Member Comments**

9. **Set Agenda for next meeting.**

10. **Adjournment at 8:15p.m.**

Respectfully submitted



Mary Ellen Phillips
BHHA Recording Secretary