

Bonita Highlands Homeowners' Association

Board of Directors Meeting Minutes
February 12, 2019

1. Call to Order, Introductory, and Pre-meeting items:

- a. 7:00 the meeting was called to order by President Mike Seiler. All attendees were welcomed, asked to sign in and address the chair if they wished to speak.
- b. Roll call was taken and all Board members and staff were present.
- c. The Pledge of Allegiance was recited.
- d. The next meeting of the HOA will be the ANNUAL meeting, March 4, 2019, 7:00 pm, at the Bonita Sunnyside Library Community room. The next regularly scheduled Board of Directors Meeting, will be March 12, 2019, 7:00 pm, at the Bonita Sunnyside Fire Station.

2. Review and Adoption of Minutes: The minutes of the January 8, 2019 meeting were adopted by unanimous vote.

3. Homeowner Appearances - All participants were asked to try and limit their comments to 3 minutes.

a. Homeowner Appeals:

- 1) 5763 Sprinter Lane. HO presented roofing materials. John is to confer with HO on material and color.
- 2) 5702 Yearling Ct. HO responded to letter from ACC-C. Said he needed direction as to what to do with his slope. Their fine is to be discussed in executive session.
- 3) 4113 Country Trails. HO explained the on-going work in his front yard, unexpected expense of removal of 6 large trees, and rabbits eating his ground cover. He was advised to resubmit his SCR and to think about "red apple" ice plant as a bank ground cover.

b. Homeowners Open Forum:

- 1) Virginia Stewart made some suggestions regarding the fine structure and the time frame (plus extensions) for completion of work with SCRs.

4. Committee and Staff Reports

- a. **Welcoming Committee (Bobbie and Ray Snider)** One new homeowner was visited on Sprinter. They attempted to visit 5 others, but the homes were either vacant or work was being done by contractors.

b. Open Space Report (Glenn Kopp)

- 1) 5658 Sprinter - Homeowner concerned about trees on the trail next to her property. Some of those trees/trail bushes will need to be trimmed in the spring.
- 2) Dead trees, broken branches in our open space - Glenn has identified eight trees that need work. Some trees will have to be removed, while other trees have broken branches that will have to be picked up. Hopefully, this will take place within the next several weeks.
- 3) Open Space - How beautiful it looks! Glenn said he had not seen the Open Space so green and hoped homeowners enjoyed it while it lasted.
- 4) Irrigation - The irrigation water has been shut off since the beginning of January. What a savings!

Maintenance Contract February 2019

Item number	Delivery Order	Cost
2B	Grass mowing (biweekly)	\$ 400
10	Irrigation	\$ 900
Total		\$1,300

- 5) Ring Roads Summary: The Ring Roads were installed in or around 1978. They need to be repaired now. Bids from 4 companies were sought and received: **Jason Peterson Company**,

Seal-Rite Paving, Aztec Paving and J&S Paving (the last three were considered viable bids). The committee (Mike Seiler, Glenn Kopp, Mike Sampsel and Dave Schlesinger) reviewed each bid and checked the reputation of the companies. They chose **Aztec Paving** Aztec Paving has a good reputation, is a family owned company, has a good track record, and the estimator went into a detailed explanation of the need for the two-layer/lift process. The company will install a 3-inch base (lift) with a 1-inch top layer/lift. The first lift will include a 3/4" aggregate and the second lift (top layer) will use a smaller, 3/8-inch aggregate.

A homeowner who lives adjacent to the road also reported a crack in the concrete curbing of the upper ring road, near Corral Canyon Rd, that caused water to cascade into his yard causing it to flood. The damaged part of the curb or berm will be included as part of this road repair project. Director Mike Sampsel made a motion to award the contract to Aztec Paving; Director Sharon Clayton seconded the motion, which passed 5-0. Aztec will be asked to provide a scope of work as directed by Glenn Kopp, assisted by Dave Schlesinger.

(Board President Michael Seiler excused himself to attend to a priority effort at home.)

c. Architectural Committee -Structural Modifications (John and Ana Maria Gilman)

- 1) 4160 Corral Canyon - Room Addition- permit - approved
- 2) 5717 Winners Circle - removal of wall - executive session
- 3) 4027 Corral Canyon - retaining wall - approved
- 4) 5959 Central - driveway extension/retaining wall - approved
- 5) 5817 Blacksmith - Artificial turf, paver driveway/walkway, retaining wall - approved
- 6) 5909 Central - re-landscape front yard - approved
- 7) 5644 Central - paint - approved
- 8) 5707 Good Karma - paint - approved
- 9) 3676 Corral Canyon - paint - approved
- 10) 4339 Country Trails - paint - approved
- 11) 3660 Belle Bonnie Brae - driveway extension - approved
- 12) 5763 Sprinter - new roof - approved
- 13) 3668 Corral Canyon - solar - approved

d. Architectural Committee - Compliance (Sylvia Tucker)

Outstanding fines: January 2019 fines = \$2450

Inspection dates 01/14/19 and 01/28/19

Notices Sent for Inspections - 26

FW Letters - 12

Fine Letters - 17

Resolved - total of 27

- 1) 3934 Corral Canyon - Van stored; side needs ground cover; trash cans and debris visible; Fines 4 \$600 + \$300. HO has not responded; fines + \$150 for stored vehicle and \$150 for ground cover, trash cans, and debris.
- 2) 5959 Central - Driveway side and slope need a ground cover; Fines 4 \$250 +0. HO attended Jan meeting \$100 fine was put in abeyance. SCR submitted 1.8.2019.
- 3) 3667 Corral Canyon - Yard needs: water, fertilizer and planting; 5 Fines \$350 + \$100. No response from HO.
- 4) 5933 Central - Yard needs a ground cover as it is all dirt; 15 fines \$1901 + \$300. HO has paid \$248 of fines owed but no response since.

- 5) 3908 Rock River - Home in violation of CC&Rs 9.1.1. "Residence: Each Residence Lot shall be improved, used and occupied only for private single-family dwelling purposes and for no other purposes." Standing fine of \$750; HO fined additional \$500 in executive session at Jan. 2019 meeting and was sent a letter inviting them to an executive session. 2/12/29 (Sampsel) I understand that they have an attorney who sent us a letter. GBF is preparing a response to HO's attorney.
- 6) 3727 Corral Canyon - Yard needs water and maintenance. Fines 7 \$1300 + \$200. A Bankruptcy was effective 5/8/2018. Fines restarted 6/17/2018. A Certified letter returned
- 7) 3727 Corral Canyon- stored vehicle, Fines 6 \$900 +\$150. HO filed Bankruptcy. See description above.
- 8) 5763 Sprinter - Bushes and trees on house need to be rimmed, fence needs repair. Fines 10 \$200 + \$100. HO has cleared bushes, gated still needs repair. HO paid \$700 in fines.
- 9) 5763 Sprinter - in violation of CC&Rs 9.1.1 re: single family dwellings Fine 1 \$250 + \$500. HO did not attend Jan meeting and has been requested to attend Exec. Session 2.12.2019 Sampsel
- 10) 3925 Corral Canyon - Failure to provide change of address- Fines \$) + \$50 HO had not responded. Just emailed and asked that notifications go to her and her property manager.
- 11) 3827 Wild Oats - Yard needs ground cover. Fines 8 \$600 + \$100 HO has not responded.
- 12) 5951 Central - Yard needs better maintenance. House and garage trim need to be repainted. Fines 3 #=\$350 + \$100. HO has not responded.
- 13) 4209 Corral Canyon - needs a yard, e.g., grass, plants, trees, etc. Fines 3 \$150 +4). Prior fines reinstated Oct. 2018 and Jan 2019. Info with ideas for yard have been sent. HO submitted an SCR for 2020 but was requested to submit short term plan that will align with his long term plan. His letter was sent to the board.
- 14) 5702 Yearling Ct. Yard and parkway need water, planting fertilizer and better maintenance, Fines 2 \$100 + \$50. Board voted in Jan. Exe. Session to keep \$50 fine. HO appeared tonight and options were discussed with him. Home went to exe session.
- 15) 4113 Country Trails - SCR extension expired May 2018 - Fines 0. HO replied and sent copy of landscape plan. HO Attended meeting tonight. Property was discussed in executive session.
- 16) 3774 Wild Oats - yard is in need of additional plants, water and fertilizer. Fines 2 \$50 + \$50. HO paid first \$50 fine.
- 17) 5717 Winners Circle - Free=standing wall in from of house. Fines 1 \$250 + \$250. Board voted in exec session 1/2019 to hold \$250 in abeyance pending removal of wall and another SCR. Executive session discussed property.
- 18) 5747 Sprinter - Trashcans in front of fence Fines 0 + \$50. HO has not responded.
- 19) 4201 Country Trail - Dead tree next to driveway needs to be removed. Fines 0 +4). Tree has been removed.
- 20) 5658 Sprinter - Dead Olive tree in front yard - Fines 0 +). Glenn met with HO and they will wait until spring to determine health of tree. Dead branch will be removed.
- 21) 6020 Central - Yard need better maintenance and palm trees trimmed. Fines 8 \$600 (2007-2009) + \$50. HO has not responded.
- 22) 6037 Central Ave. Yard is dead. Fines 0. HO sent letter saying her is converting to drought resistant landscape.
- 23) 3625 Wild Oats. Palm trees need trimming - Fines \$) + \$50. HO had not responded.
- 24) 4001 Shadow Rock Ct. HO failed to provide change of address info. Fines 0+ \$50. Letters sent to Shadow Rock address and the address furnished by the PO, were returned. Motion to accept fines by Director Clayton; Second by Director Snyder; Motion carried 4-0

d. Financial Officers report (Sandra Jones)

- 1) Profit and loss statement does not correctly show that \$10,000 was added this fiscal year to the Reserve Acct. (The balance sheet does show this) FO to discuss with auditor/accountant to correct it.
- 2) FO to add formal note to balance sheet regarding Norl Reserve Money Market Acct. BHOA's Balance Sheet shows the balance of the one money market account in two accounts. QuickBooks support states it is infeasible to correct. FO will continue to explore a solution.
- 3) FO Requested Board adopt updated collection policy. Motion Clayton, Second Snyder, passed 3-1 Sampsel abstained and Mike Seiler had left meeting.
- 4) FO requested Exe. Session.

4. Communication log - Log submitted, reviewed and accepted.

5. Community Actions/Actions Fundraiser for Max Branscomb (Highlands resident and Bonitafest contributor) was considered successful

6. Old Business

- a) Single Family Dwellings to be discussed in Executive session
- b) Reserve study update - covered in FO report
- c) Ring Roads paving project. This was discussed and voted on during Glenn Kopp's OS report.

7. New Business

- a) Debbie Allen has contacted Chief Sims from Bonita Sunnyside Fire Department and he will be the guest speaker at the Annual Meeting to be held March 4, 2019

8. Board Member comments

9. Set Agenda for March 12, meeting

- a) Old Business - The revised Rules and Regulations will be reviewed.

10. Meeting was adjourned 8:40 p.m.

11. Executive session was held.

Respectfully submitted



Mary Ellen Phillips
BHHA Recording Secretary