

Bonita Highlands Homeowners' Association
Board of Directors Meeting - Minutes
October 8, 2019

1. **Call to Order** - The meeting was called to order at 6:30 by President Mike Seiler, who welcomed all the homeowners and guests. He reminded all guests wishing to speak to come to the lectern and address the chair, limiting comments to 3 minutes if possible.

- A. Roll Call: Mike Seiler, President, Sharon Clayton, Treasurer, Virginia Stewart, Vice president, Dave Schlesinger, member at large, Gary Snyder, Secretary was absent. Staff absent: Bobbie Snider, Welcome Committee.
- B. Pledge of Allegiance was recited. President Seiler requested a moment of silence in memory of Debbie Allen who passed away September 20, 2019. Debbie was on our board many years and worked for Chula Vista Elementary School District for 41 years.
- C. Next regularly scheduled meeting of the Board of Directors will be November 12, at 6:30, in the Bonita-Sunnyside Fire Station Community room.
- D. The minutes from the August 13, 2019 meeting and the September 10, 2019 meeting were approved. Motion Clayton, Second Schlesinger, Carried 4-0.

2. **Homeowner appearances:**

- A. Homeowner appeals to violation notices or fines:
 - 1) 3617 Country Trails - HO received a note for oil in the driveway and wanted Board to know that the oil was cleaned up immediately. It was her first fine warning letter in 40 years.
- B. Open Forum for homeowners
 - 1) 5763 Sprinter - HO is a new owner and wanted to introduce herself to the Board and ask a question about "earth tones" for paint choices.

3. **Committee and Staff Reports:**

- A. Welcoming Committee (Bobbie and Ray Snider) Ray Snider presented the report stating that they had visited one new owner on Feather Rock. They attempted to visit new homeowners on Central, Corral Cyn, and Wild Oats but found no one home.
- B. Requests for Structural Modifications (John and Ana Maria Gilman)
 - 1) 5966 Central - Patio Cover - approved
 - 2) 4022 Country Trl. - Stone veneer around front entry - approved
 - 3) 4323 Country Trl. - Re-roof - approved - permit required.
 - 4) 5933 Central - Garage doors - approved
 - 5) 3648 B B B - paint - approved
 - 6) 4038 Country Trl. - paint - approved
 - 7) 5853 Central - retaining wall/extend driveway - approved - permit required
 - 8) 5805 Blacksmith - retaining wall, walk way, lawn - approved
 - 9) 5973 Steeplechase - in ground pool - approved - permit required
 - 10) 5735 Yearling - HVAC - approved - permit required
 - 11) 6054 Central - Solar - approved - permit required
 - 12) 5741 Central - Solar - approved - permit required
- C. Architectural Compliance - (Sylvia Tucker)
Inspection dates: 09/19/19, 09/30/19
Notices sent for inspections - 20

Fine letters sent - 11

Fine Warning letters - 9

Fine Summary: Outstanding fines: September 2019 fines = \$1600

Fine Warning letters and fines:

- 1) 3934 Corral Canyon - Homeowner fined \$300 for lack of maintenance on front yard. There is a van stored in driveway. Previous fine balance \$2400. \$300 recommended (\$150/van, \$150 yard. HO has not responded. 09/23/19 property owner sent letter regarding Small Claims filing.
- 2) 3727 Corral Canyon - Homeowner is fined \$200 for the condition of the front yard and addition additional \$150 for the vehicle stored in the driveway. There are 27 previous fines on this particular property. All correspondence sent to home returned unopened. Letter sent to PO Box not returned. Total fines on this property \$4600.
- 3) 5951 Central - Homeowner is fined \$200 for the condition of the front yard, bricks in planter that need attention and house trim plus garage that need to be painted. Total fines on this property \$1650. The homeowner has not responded. 9/23/19 property owner sent letter regarding Small Claims filing.
- 4) 3657 Belle Bonnie Brae - No visible address on property. \$100 recommended. Total fines \$300. Homeowner has not responded.
- 5) 3774 Wild Oats - The homeowner has been fined 9 times for the condition of the front yard. The fine balance is \$750 with \$200 recommended for this month. Homeowner sent \$500 of his fine.
- 6) 5416 Horse Ridge Way - Christmas lights under the eaves. \$100 fine recommended. Previous fine \$200. Homeowner has not responded.
- 7) 5904 Snaffle Bit - Yard needs fertilizer, weeding and water. The homeowner has been fined 13 times. Fines total \$1300. \$150 fine is recommended. Dates of fines 2007-2017. HO has not responded. 09/23/19 property owner sent letter regarding Small Claims filing.
- 8) 5836 Leadrope Way - Stored Ford Truck plate #2EIV908 - Recommend find of \$150. HO has not responded.

D. Open Space Committee (Glenn Kopp

- 1) 3719 Wild Oats - HO concerned about eucalyptus tree on the trail entrance. Tree has been laced and trimmed. Tree will not be removed.
- 2) 5712 Good Karma - HO concerned about large eucalyptus trees in the open space behind his property. Glenn talked to HO and explained that the trees are healthy and should not be a problem.
- 3) Upper Ring Road - The final seal coat will be applied Friday October 11, 2019 (Cost \$2400)
- 4) Dragging Trails - Dragging of trails started the beginning of October. Operations manager was asked to keep Glenn apprised of progress. There has been no communication from Terra Care. The trails are slippery due to cut oats on trail.
- 5) Invoices from Contractor - Our contractor has a habit of sending us an individual bill for each item on a monthly work order. In the future I will inform the contractor to submit one bill for each monthly work order. This bill should include a listing of each item and the cost.

Maintenance Contract September 2019

Item number	Delivery order	Cost
2A	Weekly Grass Mowing	\$ 824
10	Irrigation	936
Total		\$ 1,760

E. Financial Officer's Report (Sandra Jones)

1) Balance Sheet 09/30/19

2) Operating Accounts:

a. SDCCU - no activity

b. WFB Checking/Savings:

i. Deposited \$29,000 from MFCU Op MM (02) to WFB checking

c. MFCU - Transfer \$50,000 from MFCU Op MM (02) to WFB checking
Motion Clayton, Second Schlesinger - carried 4-0

3) Reserve Acct:

a. NICU - no activity

b. MFCU - no activity

4) Budget: P & L, Budget vs Actual

a. Income

i. Annual assessments fees: FY 2019 - 2020 \$263,070= 666 of 667 accounts collected

ii. Previous FY's assessments: \$2602 of \$13383 collected.

5) Escrow report: 3 demands sent. 5 escrow closings

6) Reserve Study: Level II Reserve Study for FY 2020 scheduled for October/November 2019
(Sonnenberg & Co \$800)

6) Old Business: Annual Insurance policies -

a. Gordon Hesselbarth Inc.

i. Renewed Liability Ins., Director's and Officer's Error & Omissions Ins. Crime and Fidelity
(AB2818)

ii. Cancelled Workman's Compensation Ins. through GHI (State Compensation Ins.) as
of 10/01/2019 12:01 AM

b. ADP Insurance Agency

i. Contracted Workman's Compensation Ins. through ADP-IA (Employer's Ins. Group) as of
09/30/2019 12:00AM

ii. Premium is paid based on actual payroll paid that month.

iii. Estimated savings \$613 per year in premiums and time saved.

Motion made to approve September 2019 Reports: Balance Sheet, Profit & Loss, Budget vs
Actual, Bank Reconciliations, General ledger, Check Register Detail, Delinquent Receivables
(collections), Payroll summary and Financial transactions. Moved Clayton, Second Schlesinger,
Passed 4-0

4. **Written Communication Log** (Mary Ellen Phillips) - The log was reviewed and accepted.

5. **Community Issues and Actions:**

President Seiler is working with a representative from Supervisor Cox's office regarding no overnight parking on Central Avenue. He reported that Sunnyside Elementary School now has signage and street marking in place allowing for safe passage of students on to the school grounds and traffic through the area on San Miguel Road. He is awaiting an update on the status of the RV rental business housed on Central Avenue. The business itself is not an issue, it is the storage of the rental RVs on county street.

6. **Old Business:**

A. Staff "Zero Hour" employee contract - Executive Session.

B. Common Area Encroachment by Ring Road:

John Gilman reported that the surveyor (Kappa Engineering) surveyed Ring Road and marked the "midline" on the asphalt. It was determined that the actual road "meandered" some from the

the original design. The surveying was completed to the back of the residential properties. The BOD requested 5 copies of the report. **Additionally, it was noted that the property at 3726 Corral Canyon had "short fenced" the property.**

C. SCR Approvals - A letter was generated by Sylvia Tucker regarding unfinished SCRs. The letter informs homeowners that SCRs are approved with a start date and a completion date of 120 days after approval. Motion to approve Stewart, Second Clayton, Passed 4-0

7. New Business:

a) ADUs in the Highlands - Executive Session

8. Agenda for next meeting:

- a. Zero Hour contract
- b. Common Area Encroachment
- c. ADUs in the Highlands

8. Board Member comments: (none)

9. Meeting adjourned at 8:30. An Executive meeting was held with board members only in attendance.

Respectfully submitted



Mary Ellen Phillips

Recording Secretary