

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

April 26, 2018

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, April 26, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Ralph Posey, Secretary
Joe Traxler, Director
Sal Prager, Director
Directors Absent:
Debbie Kurth, Treasurer
Walt Mueller, Director
Others Present:
Byron Mettler, General Manager

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

MINUTES Motion: Ralph Posey, Secretary
Second: Sal Prager, Director
RESOLVED: to approve the regular minutes from the March 22, 2018 meeting. Motion carried.

Motion: Joe Traxler, Director
Second: Sal Prager, Director
RESOLVED: to approve the executive session minutes from the March 22, 2018 meeting. Motion carried.

HOMEOWNER FORUM A homeowner inquired about using the clubhouse for a public polling station.

FINANCIALS The board reviewed the March 2018 financial report prepared by Debbie Kurth, Treasurer.

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Motion: Sal Prager, Director
Second: Joe Traxler, Director
RESOLVED: to approve the March 2018 financial report. Motion carried unanimously.

OLD BUSINESS

Motion: Don Williams, Vice President
Second: Joe Traxler, Director
RESOLVED: to approve The Window Brothers door installer at a cost of \$13,508.00. Doors will be purchased separately by CABH. Windows purchased by contractor. Community Center Clubhouse Reserves. Motion carried unanimously.

NEW BUSINESS:

Motion: Joe Traxler, Director
Second: Don Williams, Vice President
RESOLVED: to approve Arctic Air to install three HVAC units in the clubhouse at a cost of \$17,133.99 which will include permits and HERS testing. Community Center Reserves Motion carried unanimously.

Motion: Joe Traxler, Director
Second: Sal Prager, Director
RESOLVED: to approve the purchase of The Bitterroot Triple Winder pool cover reel through 1 Stop Pool Service at a cost of \$10,180.00. Community Center Pool Reserve. Motion carried unanimously.

Motion: Joe Traxler, Director
Second: Don Williams, Vice President
RESOLVED: to approve the proposal from New Way to remove four leaning trees on Avenida Venusto at a cost of \$3,500.00 Motion carried unanimously.

Motion: Ralph Posey, Secretary
Second: Joe Traxler, Director
RESOLVED: to approve the 2017 Financial Audit. Motion carried unanimously.

DISCUSSION:

Our attorney, Rick Salpietra, who is also a licensed architect, is still working with the City of San Diego, Van Dyke Landscape Architects, and Coastal Signage to find a workable solution to the permit challenges for the new driveway entry design.

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Fairway Heights asked the board to review the CABH rules regarding removal of the back fences next to the golf course property. The board reviewed the CABH governing documents and concluded that the existing rules do not allow developer installed fences to be removed.

CABH Architectural Guidelines I. FENCES

1. The homeowner or Neighborhood Association must maintain the builder supplied rear yard fencing. Additional fencing matching the existing fence may be added, but none shall be removed.

COMMITTEE REPORTS:

Landscape Committee

The landscape committee met on Feb 8, 2018, reviewed the water report and discussed several tree issues and landscape work orders. George Leitner resigned from the Landscape Committee

Motion: Joe Traxler, Director

Second: Don Williams, Vice President

RESOLVED: to approve the Landscape Committee report.. Motion carried unanimously.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on March 26, 2018 and on April 9, 2018. Seventeen applications were approved, none denied, and three notices of completion were approved. Don and Ralph mentioned that Marty is doing an excellent job of screening the applications and that Marty is currently looking for options to set up an online application process with auto sign capabilities.

Motion: Sal Prager, Director

Second: Joe Traxler, Director

RESOLVED: to approve the Architectural Committee report. Motion carried unanimously.

Facilities Committee

The Facilities Committee did not meet this month but did discussed the door renovation project and HVAC proposal via email.

RB Planning

The board reviewed the Planning Agenda.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
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April 26, 2018

Social Committee

No report this month.

Tennis Report

Brandon reported that the Summer Junior Tennis Camp promotion has begun. Camp dates are June 18 & 25.

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Replace four aging HVAC units

Fireplace Chimney metal cap replacement (leaking)

Photo electric solar panels near the pool house.

I met again with Eagle Paving to get accurate measurement and pricing for the sidewalk repair. The previous estimator I was working with is no longer with the company.

Pool reel replacement.

Staffing

Marty Ignacio attended a morning education program on HOA insurance.

Aaron Jacobs was the CABH employee of the month for assisting with the cleaning the gym and for being the Easter Bunny at the kids Easter event.

The staff training was on proper sanitation and regular cleaning of the gym floors, the gym equipment, and the clubhouse.

Facilities

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I met with several homeowners by phone or in person to discuss various landscape issues

I contacted the manager of Fairway Vistas to obtain access for several tree removals on the slopes behind the homes. Fairway Vistas had previously denied access to New Way for the removal work.

Completed Projects

A concealed HDMI Cable double connector was installed inside of the wall behind the Mesa room digital monitor to avoid cables hanging from the back of the TV. Hiring an electrician would have cost at least \$400.00.

The carpet in the clubhouse were cleaned by Coit.

The ceramic tiles throughout the clubhouse were thoroughly cleaned and scrubbed by Christian and staff. The quote from Coit for this work was \$1,160.00.

All of the tennis awnings were installed.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
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April 26, 2018

The city water leak was repaired.

The lower walls in the gym were patched and painted.

A powered floor scrubber with a water vacuum was purchased to help with sanitizing the gym floor and for cleaning the floors and carpets in the clubhouse.

Christian repaired a short in a walkway light on the front walkway.

Hiring an electrician would have cost at least \$250.00.

Christian installed a new control stem and trim kit on the exterior pool shower. Hiring a plumbing company for this work would have cost at least \$350.00.

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, May 24, 2018 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 6:48 PM. Back in Regular session at 6:50 PM. The meeting adjourned at 6:55 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

May 24, 2018

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, May 24, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Joe Traxler, Director
Sal Prager, Director
Directors Absent:
Walt Mueller, Director
Others Present:
Byron Mettler, General Manager

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

MINUTES Motion: Joe Traxler, Director
Second: Don Williams, Vice President
RESOLVED: to approve the regular minutes from the April 26, 2018 meeting. Motion carried.

Motion: Joe Traxler, Director
Second: Don Williams, Vice President
RESOLVED: to approve the executive session minutes from the April 26, 2018 meeting. Motion carried.

HOMEOWNER FORUM A homeowner inquired about trimming a tree in the common area behind her home. The work had previously been approved and will be scheduled with New Way Tree Services.

FINANCIALS The board reviewed the April 2018 financial report prepared by Debbie Kurth, Treasurer.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

May 24, 2018

Motion: Sal Prager, Director
Second: Nick Anastasopoulos, President
RESOLVED: to approve the April 2018 financial report. Motion carried unanimously.

OLD BUSINESS

None.

NEW BUSINESS:

Motion: Don Williams, Vice President
Second: Don Williams, Vice President
RESOLVED: to cancel the shared use agreement between BHCC and CABH per their request to cancel. Motion carried unanimously.

Motion: Joe Traxler, Director
Second: Sal Prager, Director
RESOLVED: to approve the renovation of the BBQ lawn area proposed by O'Connell Landscaping in the fall at a cost of \$863.50. Motion carried unanimously.

Motion: Don Williams, Vice President
Second: Debbie Kurth, Treasurer
RESOLVED: to approve from O'Connell Landscape for the brush cleanup behind 16101 Selva Drive at a cost of \$6,980.00 pending a review of the area by the Fire Marshall. Motion carried unanimously.

Motion: Don Williams, Vice President
Second: Sal Prager, Director
RESOLVED: to hire O'Connell Landscape for Project Management services to oversee and manage the driveway entry project and signage at a cost of 10% over subcontract costs. Motion carried unanimously.

DISCUSSION:

Discussions are ongoing with the City of San Diego regarding permits for the Parking Lot entry project.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

May 24, 2018

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on April 12, 2018, reviewed the water report and discussed several tree issues and landscape work orders.

Motion: Joe Traxler, Director

Second: Don Williams, Vice President

RESOLVED: to approve the Landscape Committee report. Motion carried unanimously.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on April 23, 2018 and on May 14, 2018. Twenty-one applications were approved, none denied, and thirteen notices of completion were approved

Motion: Joe Traxler, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Facilities Committee

The Facilities Committee did not meet this month but did discussed the door renovation project via email.

RB Planning

The board reviewed the Planning Agenda.

Social Committee

No report this month.

Tennis Report

Brandon reported that the Summer Junior Tennis Camp promotion has begun. Camp dates are June 18-22 and June 25-29.

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Replace four aging HVAC units

Fireplace Chimney metal cap replacement (leaking)

Photo electric solar panels near the pool house.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

May 24, 2018

I met again with Eagle Paving to get accurate measurement and pricing for the sidewalk repair. The previous estimator I was working with is no longer with the company.

Pool reel replacement.

Staffing

Marty Ignacio attended a morning education program on HOA insurance.

Aaron Jacobs was the CABH employee of the month for assisting with the cleaning the gym and for being the Easter Bunny at the kids Easter event.

The staff training was on proper sanitation and regular cleaning of the gym floors, the gym equipment, and the clubhouse.

Facilities

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I met with several homeowners by phone or in person to discuss various landscape issues

I contacted the manager of Fairway Vistas to obtain access for several tree removals on the slopes behind the homes. Fairway Vistas had previously denied access to New Way for the removal work.

Completed Projects

A concealed HDMI Cable double connector was installed inside of the wall behind the Mesa room digital monitor to avoid cables hanging from the back of the TV. Hiring an electrician would have cost at least \$400.00.

The carpet in the clubhouse were cleaned by Coit.

The ceramic tiles throughout the clubhouse were thoroughly cleaned and scrubbed by Christian and staff. The quote from Coit for this work was \$1,160.00.

All of the tennis awnings were installed.

The city water leak was repaired.

The lower walls in the gym were patched and painted.

A powered floor scrubber with a water vacuum was purchased to help with sanitizing the gym floor and for cleaning the floors and carpets in the clubhouse.

Christian repaired a short in a walkway light on the front walkway. Hiring an electrician would have cost at least \$250.00.

Christian installed a new control stem and trim kit on the exterior pool shower. Hiring a plumbing company for this work would have cost at least \$350.00.

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, May 24, 2018 at 6:00 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

May 24, 2018

RESOLVED:

The meeting adjourned to Executive Session at 7:00 PM. Back in Regular session at 7:42 PM PM. The meeting adjourned at 7:44 PM.

June 28, 2018

The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, June 28, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

The Board met quorum requirements with the following Directors in attendance:

Directors Present:
 Nick Anastasopoulos, President
 Don Williams, Vice President
 Walt Mueller, Director
 Ralph Posey, Secretary
 Joe Traxler, Director

Directors Absent:
 Debbie Kurth, Treasurer
 Sal Prager, Director

Others Present:
 Byron Mettler, General Manager
 Eric Sheperd, O'Connell Landscape
 Ralph Connit

Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

Motion: Don Williams, Vice President
Second: Ralph Posey, Secretary
RESOLVED: to approve the regular minutes from the May 24, 2018 meeting. Motion carried.

Motion: Don Williams, Vice President
Second: Ralph Posey, Secretary
RESOLVED: to approve the executive session minutes from the
May 24, 2018 meeting. Motion carried.

None

Eric Sheperd provided information on the proposal to install three flow sensors

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June 28, 2018

FINANCIALS

The board reviewed the May 2018 financial report prepared by Debbie Kurth, Treasurer.

Motion: Walt Mueller, Director

Second: Nick Anastasopoulos, President

RESOLVED: to approve the May 2018 financial report. Motion carried unanimously.

OLD BUSINESS

None.

NEW BUSINESS:

Motion: Joe Traxler, Director

Second: Walt Mueller, Director

RESOLVED: to approve the proposal from O'Connell Landscape to install flow sensor valves on three irrigation sections at 16294, 16240, and 16200 Bernardo Heights Parkway at a cost of \$8,642.57. Motion carried unanimously.

Motion: Walt Mueller, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the updated Recreational Assistant job description and the Employee Responsibility form. Motion carried unanimously.

Motion: Ralph Posey, Secretary

Second: Don Williams, Vice President

RESOLVED: to approve the temporary janitorial proposal from Building Resources Management at \$20.65 per hour for five hours a day, five days per week. Motion carried unanimously.

Motion: Joe Traxler, Director

Second: Don Williams, Vice President

RESOLVED: to deny the request from Ryan construction to park on our clubhouse parking lot property. The board offered use of the parking lot at the 2 ½ acre property on View Point Row.

Motion carried. Ralph opposed.

Motion: Joe Traxler, Director

Second: Don Williams, Vice President

RESOLVED: to approve Eagle Paving to repair the sidewalk only where the public right of way is adjacent to CABH property at a cost not to exceed \$40,000. Motion carried unanimously.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

June 28, 2018

DISCUSSION: Discussions are ongoing with the City of San Diego regarding permits for the Parking Lot entry project.

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on June 14, 2018, discussed several tree issues and landscape work orders.

Motion: Joe Traxler, Director
Second: Don Williams, Vice President
RESOLVED: to approve the Landscape Committee report. Motion carried unanimously.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on May 29, 2018 and on June 11, 2018. Twenty-three applications were approved, none denied, and eight notices of completion were approved

Motion: Walt Mueller, Director
Second: Ralph Posey, Secretary
RESOLVED: to approve the Architectural Committee report.
Motion carried unanimously.

Facilities Committee The Facilities Committee did not meet this month.

RB Planning The board reviewed the Planning Agenda.

Social Committee No report this month.

Tennis Report No report this month.

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:
Photo electric solar panels near the pool house.
Swimming pool solar heating system.

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS

June 28, 2018

City sidewalk replacement.

I am working with Jon Louis to get bids on the parking lot entry project.

I met with several contractors or discussed the specifications on the phone with contractors interested in the parking lot entry project.

I completed the preliminary Scope of Work form for the trades needed for the entry renovations.

I met with the San Diego Public Works Supervisor and emailed a request for repair of our driveway approach and the surrounding sidewalk as part of the 50/50 cost sharing program.

Staffing

Nagie Williams was the CABH employee of the month for volunteering to complete many of the janitorial duties while we lacked a janitor and Christian was on vacation.

The staff training was on Pool Monitor Duties and Pool Safety.

I am interviewing candidates for a new custodian and for the front desk staff. Three custodian candidates set up an interview but did not show up.

Facilities

I met with the Fire Marshall to look at dead plants behind the homes on Selva Drive. O'Connell removed a few dead plants at no cost to CABH and the Fire Marshal thanked us for the quick response.

Due to conflicts between members, our new policy specifies that we only display HGTV on the gym TV.

We initiated new gym policies to prohibit loitering and videotaping to avoid potential legal problems.

Christian purchased an alternate doggie-bag product which will save about \$25 per month.

Debbie and I conducted a site visit to Grand Entrances to verify the entry door order and the final hardware for the new doors. The door order was approved by Debbie on 6/18/18. Grand Entrances said the doors will be finished in 5-6 weeks.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I met with several homeowners by phone or in person to discuss various landscape issues.

Nick, Debbie, and I met with Chad from Creative Signs to go over the permit process and sign specifications. Chad suggested changing the lpe wood to a manufactured bamboo product which will be much more durable. Chad is still working on the permits.

Completed Projects

Christian patched the trip hazards in the concrete steps at the main entry.

The entry walls were cleaned and painted.

A treadmill in the gym was repaired under warranty.

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The new pool reel was installed.
Th underwater pool light was repaired.
Roaches were treated in the kitchen for the second time.
Roof King returned and repaired the roof over the ping pong patio and reinstalled the shingles.
The concealed gutter that was leaking in the entry was replaced by Roof King.
A new janitorial service was hired @ 5 hours per day.

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, July 26, 2018 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 7:45 PM. Back in Regular session at 8:10 PM. The meeting adjourned at 8:12 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

July 26, 2018

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, July 26, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Sal Prager, Director
Directors Absent:
Joe Traxler, Director
Walt Mueller, Director
Others Present:
Byron Mettler, General Manager
Jeremy Wilson, PCM Regional Vice President
Eric Sheperd, O'Connell Landscape
Ralph Connit

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

MINUTES Motion: Ralph Posey, Secretary
Second: Don Williams, Vice President
RESOLVED: to approve the regular minutes from the June 28, 2018 meeting. Motion carried.

Motion: Ralph Posey, Secretary
Second: Don Williams, Vice President
RESOLVED: to approve the executive session minutes from the June 28, 2018 meeting. Motion carried.

HOMEOWNER FORUM

Landscape supervisor report:
Eusebio said that they are removing pine needles on Paseo Lucido. The school district has turned off the water to the median in front of the school so the grass has died. The GM will send a letter to the school district to ask them to turn the water meter on. O'Connell

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July 26, 2018

added additional water to the large flat area in Chateau Bernardo and the ice plant is improving.

Jeremy Wilson updated the board on the corrections to the recent financial reports. Most of the items have been corrected.

FINANCIALS

The board reviewed the June 2018 financial report prepared by Debbie Kurth, Treasurer.

Motion: Sal Prager, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the June 2018 financial report. Motion carried unanimously.

OLD BUSINESS

None.

NEW BUSINESS:

Motion: Debbie Kurth, Treasurer

Second: Don Williams, Vice President

RESOLVED: to approve the removal of the pepper tree at the parking lot entry to accommodate a new driveway approach. One free tree from the yearly tree allowance will be used for this work. Motion carried unanimously.

Motion: Sal Prager, Director

Second: Debbie Kurth, Treasurer

RESOLVED: to approve SCT Reserves for a Level 3 Reserve Study at a cost of \$700.00. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer

Second: Sal Prager, Director

RESOLVED: to remain with Sling TV for our channel selection in the clubhouse with one TV in the gym. Motion carried unanimously.

DISCUSSION:

Discussions are ongoing with the City of San Diego regarding permits for the Parking Lot entry project.

Tony from Solar Tech gave a presentation on a new pool solar pool heating system and provided two options. We can still qualify for a 50% rebate from the State of California. This item will be taken up at the next board meeting when additional information is available.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

July 26, 2018

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on July 12, 2018, discussed several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on June 25, 2018 and on July 9, 2018. Ten applications were approved, none denied, and two notices of completion were approved

Motion: Debbie Kurth, Treasurer

Second: Sal Prager, Director

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Facilities Committee

The Facilities Committee did not meet this month.

RB Planning

The board reviewed the Planning Agenda.

Social Committee

The summer BBQ was held on July 21, 2018 with approximately 250 members attending. The band Sophisticates provided musical entertainment with contemporary pop songs.

Tennis Report

The board reviewed the tennis report.

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Photo electric solar panels near the pool house.

Swimming pool solar heating system.

I am working with Jon Louis to get bids on the parking lot entry project.

I met with several contractors or discussed the specifications on the phone with contractors interested in the parking lot entry project.

I sent out a Request for Proposals to five painting contractors to paint exterior windows and doors at the clubhouse.

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
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July 26, 2018

Aluminum shade structure in the pool area for the solar heating panels.

Staffing

Christian Mendoza was the CABH employee of the month for July for offering great suggestions on ways that CABH can save costs on plumbing and electrical repairs.

The staff training was on first aid for insect bites and stings.

Kyle Martinez was hired as a Recreational Assistant to replace Allyssa.

Facilities

The entry door from Grand Entrances is ordered.

The Ice Cream Social is underway each Wednesday at 1:00 PM at the clubhouse. For \$1 you can get 2 scoops of ice cream and toppings. The average attendance at each event is thirty parents and children.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I met with several homeowners by phone or in person to discuss various landscape issues and a complaint of bicycles in the park.

Nick, Debbie, and I met with Tony and Larry from Solar Tech and toured pool solar projects in San Diego and San Marcos to speak with club managers about the pluses or minuses of their Solar Tech system. Both facilities gave positive reviews.

Members will often enter the shower room during cleaning even though the yellow CLOSED FOR CLEANING bar is in place across the entry. We will post a permanent sign in the shower room stating that woman's shower is closed Mon-Fri from 10-11:00AM for cleaning, and the men's will be closed from 11-12:00 for cleaning.

Completed Projects

Christian rebuilt the gate to the trash dumpster area.

A short circuit affecting four lights on tennis court #5 was repaired.

Cables were replaced on the exercise machine.

Christian installed a new sink fixture in the pool restroom.

New umbrellas were purchased for the summer BBQ to replace broken umbrellas on the patio tables.

Landscape mulch was installed around the trees near the BBQ area and three agave plants were added next to the walkway.

Twenty-seven plants were replaced in the center median due to vehicle off the roadway. This is a hit and run.

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, August 23, 2018 at 6:00 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

July 26, 2018

RESOLVED:

The meeting adjourned to Executive Session at 6:56 PM. Back in Regular session at 7:57 PM. The meeting adjourned at 8:11 PM.

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS

August 23, 2018

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, August 23, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Joe Traxler, Director
Walt Mueller, Director
Sal Prager, Director
Directors Absent:
None

Others Present:
Byron Mettler, General Manager
Eric Sheperd, O'Connell Landscape
Chris Brennan, BSD Builders
Silvana Vanderlaan, Homeowner
Ralph Connit, Homeowner

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

MINUTES Motion: Sal Prager, Director
Second: Debbie Kurth, Treasurer
RESOLVED: to approve the regular minutes from the July 26, 2018 meeting. Motion carried.

Motion: Debbie Kurth, Treasurer
Second: Ralph Posey, Secretary
RESOLVED: to approve the executive session minutes from the July 26, 2018 meeting. Motion carried.

HOMEOWNER FORUM A homeowner had a question about the new paint colors at Masters Hill. She said the dark olive brown colors are too dark. She thought it looked like someone throw-up.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

August 23, 2018

Landscape supervisor report: Eusebio reported that O'Connell will clean up the dead brush on the water tower hill. There is also a large amount of landscape debris dumped on the hillside. The board suggested installing a more secure gate locking system.

O'Connell is continuing to pick up the pine needles on Paseo Lucido.

A board member asked me to remind the front desk staff to be more responsive to complaints of litter.

FINANCIALS

The board reviewed the June 2018 financial report prepared by Debbie Kurth, Treasurer.

Motion: Joe Traxler, Director

Second: Walt Mueller, Director

RESOLVED: to approve the July 2018 financial report. Motion carried unanimously.

OLD BUSINESS

The Sign Permit was approved by the City of San Diego. The permit needs clarification on whether the corner sign will be a totally new sign or a refurbished sign using some of the existing structure.

NEW BUSINESS:

Motion: Joe Traxler, Director

Second: Walt Mueller, Director

RESOLVED: to approve the Solar tech quote of \$ 31,750.00 with a rebate of \$15,875.00 to install 35 solar collectors for solar pool heating. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer

Second: Joe Traxler, Director

RESOLVED: to approve Pacific Western Painting at a cost of \$2,115.41 to paint 6 doors and 23 windows. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer

Second: Don Williams, Vice President

RESOLVED: to approve the New Way tree removal bid of \$6,696.00 to remove 12 pine trees next to the sidewalk on Paseo Lucido to get ready for the sidewalk replacement project Motion carried unanimously.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

August 23, 2018

Motion: Joe Traxler, Director
Second: Don Williams, Vice President
RESOLVED: to approve the New Way tree removal bid of \$4,110.00 to remove 12 dead trees at various locations in our community. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer
Second: Sal Prager, Director
RESOLVED: to table the Fairway Heights fence replace request. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer
Second: Sal Prager, Director
RESOLVED: to approve Affordable Affairs catering at a cost of \$3,801.64 for the Holiday party catering. Motion carried unanimously.

Motion: Don Williams, Vice President
Second: Walt Mueller, Director
RESOLVED: to approve new room rates. Motion carried unanimously.

DISCUSSION:

The board asked the budget committee to pencil in \$643,000 for the water budget allowance for 2019.

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on July 12, 2018, discussed several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on July 23, 2018 and on August 13, 2018. Nineteen applications were approved, none denied, and three notices of completion were approved

Motion: Joe Traxler, Director
Second: Sal Prager, Director
RESOLVED: to approve the Architectural Committee report. Motion carried unanimously.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

August 23, 2018

| | |
|----------------------|---|
| Facilities Committee | The Facilities Committee did not meet this month. |
| RB Planning | The board reviewed the Planning Agenda. |
| Social Committee | No report. |
| Tennis Report | The board reviewed the tennis report. |

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Swimming pool solar heating system.

Engineering for the sidewalk replacement project.

I sent out a Request for Proposals to painting contractors to paint exterior windows and doors at the clubhouse.

New plaster for the upper pool.

Staffing

Kyle Martinez quit after one day to focus on his education. We are still accepting applications.

Mark Em moved away for college but will work here during the holidays.

Facilities

I sent a letter to the Poway Unified School District with a request to turn on the meter for the median near the high school. I contacted the school district staff three times and was told that they have 60 big projects ahead of us.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I sent a second letter to the Bernardo Heights Country Club asking them to clean up the pine needles on Paseo Lucido.

I met with several homeowners by phone or in person to discuss various landscape issues.

Canon has been very slow in providing ink for our printer. The printer was down for three days one weeks and four days the next week. I now have a new point of contact with a new sales representative.

Completed Projects

Christian installed new vinyl cove base I the pool restrooms

Christian repaired a light on Tennis court #1.

A light in the spa was replaced.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

August 23, 2018

The handrail was repaired in the large pool.
Christian installed two new sink fixtures in the pool bathrooms.
The rock and irrigation at the entry median were removed in preparation of the tree removal.
The entry tree was remove to make way for the new driveway approach.
Christian painted both pool bathrooms.

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, September 27, 2018 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 6:15 PM. Back in Regular session at 6:30 PM. Adjourned to Executive Session at 7:59 PM. Back in regular session at 8:35 PM. The meeting adjourned at 8:36 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

September 27, 2018

- NOTICE** The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, September 27, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.
- QUORUM** The Board met quorum requirements with the following Directors in attendance:
- PRESENT** Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Joe Traxler, Director
Walt Mueller, Director
Sal Prager, Director
Directors Absent:
None
- Others Present:
Byron Mettler, General Manager
Eric Sheperd, O'Connell Landscape
Eusebio Mendoza, O'Connell Landscape
Dave Petree, Silvergate
Matt Petree, Silvergate
- CALL TO ORDER** Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM
- MINUTES** Motion: Debbie Kurth, Treasurer
Second: Sal Prager, Director
RESOLVED: to approve the regular minutes from the August 23, 2018 meeting. Motion carried.
- Motion: Debbie Kurth, Treasurer
Second: Sal Prager, Director
RESOLVED: to approve the executive session minutes from the August 23, 2018 meeting. Motion carried.
- HOMEOWNER FORUM** Dave Petree and Matt Petree gave a brief presentation regarding the status of the Silvergate project and presented a check for the \$125,000 toward the reserve account as agreed to when the project was approved.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

September 27, 2018

O'Connell provided a water report with recommendations for water use in 2019.

FINANCIALS

The board reviewed the June 2018 financial report prepared by Debbie Kurth, Treasurer.

Motion: Sal Prager, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the August 2018 financial report. Motion carried unanimously.

OLD BUSINESS

A soils report is required to determine the soil compaction and preparation process required for the base under the new driveway.

Coastal Signage provided a revised price to remove the corner sign from the contract. The board asked the GM to send Coastal Signage a letter stating that due to our current budget challenge, we are going to delay the sign project. A new bid was received from Sign Post sign company which will be reviewed at the next board meeting.

NEW BUSINESS:

Motion: Debbie Kurth, Treasurer

Second: Sal Prager, Director

RESOLVED: to approve the TSAC quote of \$ 11,950 to complete the engineering and file for permits for the city sidewalk replacement project. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer

Second: Joe Traxler, Director

RESOLVED: to approve the updated delinquency policy for 2019. Motion carried unanimously.

Motion: Walt Mueller, Director

Second: Don Williams, Vice President

RESOLVED: to approve the quote from the City of San Diego to replace the damaged entry driveway approach at a cost of \$14,544.55. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer

Second: Nick Anastasopoulos, President

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

September 27, 2018

RESOLVED: to increase the monthly tennis rent from the current \$800 to \$1,000 effective on Jan 1, 2019. Motion carried unanimously.

DISCUSSION:

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on August 9, 2018 and on September 11, 2018 and discussed several tree issues and landscape work orders and the 2019 water budget. It was noted that O'Connell is doing a better job keeping Avenida Venusto area cleaned up..

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on August 27, 2018 and on September 10, 2018. Thirty-five applications were approved, none denied, and two notices of completion were approved

Motion: Walt Mueller, Director

Second: Joe Traxler, Director

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Facilities Committee

The Facilities Committee did not meet this month.

RB Planning

The board reviewed the Planning Agenda.

Social Committee

No report.

Tennis Report

The board reviewed the tennis report.

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS

September 27, 2018

Engineering for the sidewalk replacement project.

I sent out a Request for Proposal for the automatic gate.

Staffing

Liciana Rubertoni was hired as a Recreation Assistant.

Marty Ignacio passed the M-203 CAI course on Association Leadership

Toni DeMarinis was the CABH Employee of the Month for updating the MIS system and installing the bar code files.

The staff training this month was on the proper use of fire extinguishers.

Facilities

I met with Brian Jones with the Center for Sustainable Energy to determine the cause of the solar heating problems. Brian determined that we will qualify for a second rebate at 50% of the cost of installation.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems. I found three irrigation water leaks which were quickly corrected by O'Connell.

I sent three letters to the Bernardo Heights Country Club asking them to clean up debris on Calle Paracho and to remove dead trees on the golf course property.

I met with several homeowners by phone or in person to discuss various landscape issues.

Marty implemented a bar code entry system in addition to the fingerprint scanner primarily for members who do not have readable fingerprints due to age or other problems.

On 9/20/18 a member stopped by my office to tell me that the clubhouse and pool area are looking great, and added that the facilities are better than ever.

Completed Projects

I assisted Christian in installing a new light ballast on tennis court #1.

Christian worked with GH Electrical to troubleshoot a problem with our sidewalk lighting which were not functioning for two weeks. We installed temporary lighting at the entry sidewalk to provide for a safe walking path to and from the clubhouse.

Christian installed non-slip clear tape in the men's restroom to replace the walk off mats which retain mold and dirt.

The main pool chlorinator was repaired

Christian installed new rubber base in the pool restrooms.

The storage building developed water leak and was invaded with vermin. Christian cleaned out the damaged items and disinfected the storage unit. The metal roof needs to be hot mopped.

Christian replaced the bath fan motor in the women's restroom.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

September 27, 2018

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, October 25, 2018 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 7:23 PM. Back in Regular session at 7:55 PM. The meeting adjourned at 7:56 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

October 25, 2018

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, October 25, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Joe Traxler, Director
Walt Mueller, Director
Sal Prager, Director
Directors Absent:
None

Others Present:
Byron Mettler, General Manager
Eric Sheperd, O'Connell Landscape
Eusebio Mendoza, O'Connell Landscape

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

MINUTES Motion: Ralph Posey, Secretary
Second: Debbie Kurth, Treasurer
RESOLVED: to approve the regular minutes from the September 27, 2018 meeting. Motion carried.

Motion: Ralph Posey, Secretary
Second: Sal Prager, Director
RESOLVED: to approve the executive session minutes from the September 27, 2018 meeting. Motion carried.

HOMEOWNER FORUM Jason from Tierra Del Sol and Rebecca Gee from Summers on the Green asked questions and made comments regarding the realtor sign policy.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

October 25, 2018

Eusebio reported that six water meters show the usage up to 80% above last year. Three of the meters are being used by sub association and we do not have control over their use. Three of the high usage meters are irrigating the landscaping on the medians where the meters had been turned off due to the water restriction imposed in 2017.

O'Connell will provide a quote to change some of the parkways from turf to mulch with drip irrigation around the trees.

FINANCIALS

The board reviewed the September 2018 financial report prepared by Debbie Kurth, Treasurer.

Motion: Walt Mueller, Director

Second: Sal Prager, Director

RESOLVED: to approve the September 2018 financial report.

Motion carried unanimously.

OLD BUSINESS

A quote for soils report for the new driveway project was received. No action taken at this time.

NEW BUSINESS:

Motion: Joe Traxler, Director

Second: Walt Mueller, Director

RESOLVED: to approve the 2019 CABH budget in the amount of \$2,119,779.00. Motion carried unanimously.

Motion: Walt Mueller, Director

Second: Sal Prager, Director

RESOLVED: to approve the 2019 Reserve Study completed by SCT Reserves dated October 18, 2018 using Option 1. Motion carried unanimously.

Motion: Walt Mueller, Director

Second: Debbie Kurth, Treasurer

RESOLVED: to approve the quote New Vision to remove and replace a small section of sidewalk to repair a broken main irrigation water line at a cost of \$2,300.00. Motion carried unanimously.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

October 25, 2018

On consensus: to reschedule the November board meeting to December 6, 2018 at 6:00 PM.

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Director

RESOLVED: to not to exceed \$6,500.00 for a new storage container near the main driveway. Motion carried unanimously

On consensus to approve the 2018 volunteer appreciation event at the Bernardo Heights Country Club on Sunday, January 27, 2019.

DISCUSSION:

The board discussed the sign policy and asked for recommendations from the GM on policy changes that may improve the implementation of the sign rules with both safety in mind and reasonable enforcement.

COMMITTEE REPORTS:

Landscape Committee

The Landscape Committee met on October 11, 2018 and discussed several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on September 24, 2018 and on October 8, 2018. Eighteen applications were approved, none denied, and eleven notices of completion were approved

Motion: Walt Mueller, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Facilities Committee

The Facilities Committee did not meet this month.

RB Planning

The board reviewed the Planning Agenda.

Social Committee

No report.

Tennis Report

The board reviewed the tennis report.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

October 25, 2018

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Fence painting for the iron fence at the 2 ½ acre lot.

Obtained prices to replace our metal storage unit.

Roofing bids for the storage unit.

Facilities

I met with TSAC Engineering to show him the sidewalks that need to be replaced so that he can start on the plans and engineering for the permit.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I sent a letter and emails to Silvergate to work on a resolution for the parking problems in the side streets caused by the abundance of construction worker.

I met with several homeowners by phone or in person to discuss various landscape issues.

Staffing

Marty attended a CAI approved legal update sponsored by Epstein and Grinnel

The staff training this month was on the proper and safe use of equipment that is often used in the clubhouse.

Completed Projects

Christian replaced all of the light bulbs in the clubhouse parking lot. We needed to rent a lift to replace one bulb so we took advantage of having a lift by checking all of the lights ballasts and installing new bulbs at the same time.

Christian worked with our staff and The Window Brothers to provide a safe walking path for members who visited the clubhouse during the demolition phase of the door and window installation project.

Pacific Drain hydro jetted seven of our problem drains to prevent frequent sewer backups.

One circulation pump for the large pool was replaced.

The new entry door and three windows were installed in the clubhouse.

The light was repaired again in the spa at no cost by 1 Stop Pools.

O'Connell Landscape replaced eight old and leaking irrigation valves throughout the common area.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

October 25, 2018

GM Action List October 25, 2018

| | |
|---|---------------------|
| PCM Contract 2019 | Completed |
| Pacific Western Painting Contract | Completed |
| Transfer water meter to CABH | In process |
| Driveway approach replacement | Schedule pending |
| Make changes to Reserve study for 2019 | Completed |
| Entry door installation | Completed |
| Broken line under sidewalk work | Contract issued for |
| Storage shed proposals | In process |
| New AED Machine | Completed |
| 2019 Proposed Budget | Completed |
| Painting for iron fence at 2 1/2-acre property | Bids received |
| New Office Windows | Completed |
| French door replacements | On Schedule |
| T- Mobile landscape repairs | Completed |
| Update tennis pro agreement with the new rental amount | Completed |

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, December 06, 2018 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 7:35 PM. Back in Regular session at 8:08 PM. The meeting adjourned at 8:09 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

December 6, 2018

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, December 06, 2018 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Joe Traxler, Director
Walt Mueller, Director
Sal Prager, Director
Directors Absent:
Don Williams, Vice President

Others Present:
Byron Mettler, General Manager
Eric Sheperd, O'Connell Landscape
Fred Roden, Homeowner Bernardo Village

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

MINUTES Motion: Walt Mueller, Director
Second: Sal Prager, Director
RESOLVED: to approve the regular minutes from the October 25, 2018 meeting. Motion carried unanimously.

Motion: Walt Mueller, Director
Second: Sal Prager, Director
RESOLVED: to approve the executive session minutes from the October 25, 2018 meeting. Motion carried unanimously.

HOMEOWNER FORUM No homeowner comments.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

December 6, 2018

FINANCIALS

The board reviewed the October 2018 financial report prepared by Debbie Kurth, Treasurer.

Motion: Joe Traxler, Director

Second: Walt Mueller, Director

RESOLVED: to approve the October 2018 financial report. Motion carried unanimously.

OLD BUSINESS

None

NEW BUSINESS:

Motion: Debbie Kurth, Treasurer

Second: Sal Prager, Director

RESOLVED: to approve Sign Post to installed the smaller entry sign next to the driveway at a cost of \$19,525.00. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer

Second: Ralph Posey, Secretary

RESOLVED: to approve Silvergate parking request to use 30 parking spaces in the CABH lot for 60 days. Motion carried unanimously.

TABLE the change order quote from Solar Tech to remove the existing solar panel racks and install new racks at the request of the building department at a cost of \$6,600.00. Half of this amount will be part of the rebate from the State of California.

TABLE the proposal from 1 Stop Pools to install two new pumps for the large pool in order to comply with the current codes which require at least one turnover every 8-hours at a cost of \$2,270.00.

TABLE the proposal from National Paving for additional sidewalk repair requirements imposed by the City of San Diego at a cost of at a cost of \$5,277.00.

Motion: Walt Mueller, Director

Second: Ralph Posey, Secretary

RESOLVED: to appoint Fred Roden a homeowner from the Village to serve on the Architectural Committee. Motion carried unanimously

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

December 6, 2018

Motion: Joe Traxler, Director
Second: Walt Mueller, Director
RESOLVED: to approve O'Connell proposal 251 for \$1,042.00
and proposal 252 for \$2,937.00 to install mulch and drip irrigation
on two parkway areas. Motion carried unanimously

DISCUSSION: The board discussed the shared water meters used by eleven sub
associations. O'Connell will provide a report on the water use to
the Landscape Committee and to the Board.

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on November 8, 2018 and discussed
several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Ralph Posey gave the Architectural Committee report for the
meetings held on October 22, 2018 and on November 12, 2018 and
November 26, 2018 Thirty-three applications were approved, none
denied, and eight notices of completion were approved

Motion: Walt Mueller, Director
Second: Debbie Kurth, Treasurer
RESOLVED: to approve the Architectural Committee report.
Motion carried unanimously.

Facilities Committee The Facilities Committee did not meet this month.

RB Planning The board reviewed the Planning Agenda.

Social Committee No report.

Tennis Report The board reviewed the tennis report.

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the
board on current projects.

Request sent for Quotes on:

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS

MEETING OF THE BOARD OF DIRECTORS

December 6, 2018

Obtained more quotes to replace our metal storage unit.

Obtained a quote from Signpost for the new entry sign.

Entry pavers in front of the new door.

Facilities

I worked with O'Connell to try to determine the cause of the sinking concrete near the upper pool. Eusebio assured me that the sprinkler lines are not leaking and are not overwatering.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I met with several homeowners by phone or in person to discuss various landscape issues.

I communicated with Silvergate regarding employee parking issues. The parking lot that we provided on View Pointe Row is not being used by their crews.

Staffing

Byron and Debbie Kurth attended the Epstein and Grinnell Legal Symposium on 11/30/18.

Farah Nicholson was the CABH employee of the month for making an extra effort to make sure everyone entering the clubhouse will sign in and for monitoring the unruly young people who visit.

The staff training this month was on the proper and safe sign pickup.

Completed Projects

Christian replaced all of the wall lights on the entry walkways with LED lighting which will provide better lighting while using less energy.

Christian scraped off the flaking stucco on the entry walls and patched and painted to provide a cleaner appearance.

All of the new doors and windows were painted.

O'Connell Landscape found and replaced a leaking main line near the clubhouse basketball area.

The iron fence at the 2 ½ acre lot was painted.

Christian repaired the tennis gate on tennis court #7.

GM Action List October 25, 2018

| | |
|--|-----------------------------------|
| Emergency Sidewalk repair (2) | Completed |
| Permit for raised sidewalks | Completed - Work Schedule Pending |
| Transfer water meter to CABH | Completed |
| Driveway approach replacement | Schedule pending |
| Broken line under sidewalk (2) | Completed |
| Storage shed proposals | Old storage container moved |
| Painting for iron fence at 2 1/2-acre property | Completed |
| Paint Doors and Windows | Completed |

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

December 6, 2018

Assessment letters mailed
Yearly disclosures mailed

Completed
Completed

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, January 24, 2019 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 7:13 PM. Back in Regular session at 7:28 PM. The meeting adjourned at 7:29 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

January 24, 2019

NOTICE

The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, January 24, 2019 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM

The Board met quorum requirements with the following Directors in attendance:

PRESENT

Directors Present:

Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Joe Traxler, Director
Walt Mueller, Director

Directors Absent:

Sal Prager, Director

Others Present:

Byron Mettler, General Manager
Eric Sheperd, O'Connell Landscape
Marty Judge
Jim Nadeau
Sean Philips, Parview Estates President

CALL TO ORDER

Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM

MINUTES

Motion: Joe Traxler, Director

Second: Debbie Kurth, Treasurer

RESOLVED: to approve the regular minutes from the December 6, 2018 meeting. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Director

RESOLVED: to approve the executive session minutes from the December 6, 2018 meeting. Motion carried unanimously.

HOMEOWNER FORUM

Eusebio Mendoza from O'Connell reported due to the recent rain all of the irrigation sprinklers are turned off. O'Connell calculated the water use consumed by the shared water meters at seven sub

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

January 24, 2019

associations and will provide a recommendation for installing sub-meters.

Marty Judge gave a presentation about the personal enrichment CEC education events held throughout the year. He requested that the board allow the CEC to use the CABH facilities for presentations for one to four free events per year.

Sean Philips discussed the recent CABH assessment increase and asked questions of the board.

FINANCIALS

The board reviewed the November and December 2018 financial reports prepared by Debbie Kurth, Treasurer.

Motion: Joe Traxler, Director

Second: Walt Mueller, Director

RESOLVED: to approve the November and December 2018 financial reports. Motion carried unanimously.

OLD BUSINESS

None

NEW BUSINESS:

TABLED: Geotechnical bid for \$2,000.00 to complete a soils test of the soil under the concrete in front of the entry doors.

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Director

RESOLVED: to approve the CEC educational events at the clubhouse for 1-4 events per year at no charge. Motion carried unanimously.

Motion: Joe Traxler, Director

Second: Nick Anastasopoulos, President

RESOLVED: To approve the change order quote from Solar Tech to remove the existing solar panel racks and install new racks at the request of the building department at a cost of \$6,600.00. Half of this amount will be part of the rebate from the State of California. Motion carried unanimously

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

January 24, 2019

Motion: Walt Mueller, Director
Second: Don Williams, Vice President

RESOLVED: To approve the proposal from 1 Stop Pools to install two new pumps for the large pool in order to comply with the current codes which require at least one turnover every 8-hours at a cost of \$2,270.00. Motion carried unanimously

Motion: Debbie Kurth, Treasurer
Second: Walt Mueller, Director
RESOLVED: To approve the proposal from National Paving for additional sidewalk repair requirements imposed by the City of San Diego at a cost of at a cost of \$5,277.00. Motion carried.
Opposed one.

Motion: Walt Mueller, Director
Second: Ralph Posey, Secretary
RESOLVED: to appoint Fred Roden a homeowner from the Village to serve on the Architectural Committee. Motion carried unanimously

Motion: Don Williams, Vice President
Second: Walt Mueller, Director
RESOLVED: to approve New Way to remove 4 trees at the parking lot entry. Motion carried unanimously.

DISCUSSION:

The board discussed the shared water meters used by eleven sub associations. O'Connell will provide a report on the water use for the Landscape Committee and the Board to review.

COMMITTEE REPORTS:

Landscape Committee

The Landscape Committee met on November 8, 2018 and discussed several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on December 10, 2018 and on December 26, 2018 and January 14, 2019 Twenty-four applications were approved, none denied, and five notices of completion were approved

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

January 24, 2019

Motion: Debbie Kurth, Treasurer
Second: Walt Mueller, Director
RESOLVED: to approve the Architectural Committee report.
Motion carried unanimously.

| | |
|----------------------|---|
| Facilities Committee | The Facilities Committee did not meet this month. |
| RB Planning | The board reviewed the Planning Agenda. |
| Social Committee | No report. |
| Tennis Report | The board reviewed the tennis report. |

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Stormwater runoff control- O'Connell
Pool Maintenance Service.

Traffic Control and Best Management Practices (BMPs) for the sidewalk project. O'Connell Landscape, Vitale Landscape.

Facilities

O'Connell installed additional stormwater runoff control at the upper pool and at the Clubhouse tennis courts.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I met with several homeowners by phone or in person to discuss various landscape and property issues.

New Way Tree Services started this year's tree maintenance by trimming the trees on Avenida Venusto across for the Mira La Paz HOA.

The entry gates were repaired on two tennis courts at Lucido Park

Staffing

Gabrielle Marshall was hired to replace Katrina Alejandro who left for an accounting job.

The staff training this month was on slip and fall prevention.

The annual staff luncheon was held at the clubhouse on Jan 22, 2019 with food and refreshments provided by PCM..

Completed Projects

Christian replaced both restroom florescent light fixtures that failed with LED ceiling lights.

The new storage container was delivered.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

January 24, 2019

O'Connell cleaned out all of the drainage swales before the recent rain started.

O'Connell repaired several irrigation main water leaks at various locations

A 2-inch backflow device was stolen and replaced by Pacific Backflow

GM Action List October 25, 2018

| | |
|-------------------------------|------------------------|
| New storage shed | Completed |
| Driveway approach replacement | Schedule pending |
| Sidewalk replacement | Pending Board Approval |
| Solar pool heating | Pending Board Approval |
| New Entry Sign | Deposit in Process |
| Pool Service Proposals | Completed |

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, February 28, 2019 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 7:22 PM. Back in Regular session at 7:26 PM. The meeting adjourned at 7:28 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

February 28, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, February 28, 2019 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Joe Traxler, Director
Walt Mueller, Director
Jim Nadeau, Director

Directors Absent:
None

Others Present:
Byron Mettler, General Manager
Cecile Nguyen, Administrative Assistant
Eusebio Mendoza, O'Connell Landscape
Eric Sheperd, O'Connell Landscape
Howard Powell, VP Pallazo Bernardo

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM.

MINUTES Motion: Walt Mueller, Director
Second: Don Williams, Vice President
RESOLVED: to approve the regular minutes from the January 24, 2019 meeting. Motion carried unanimously.

Motion: Walt Mueller, Director
Second: Don Williams, Vice President
RESOLVED: to approve the executive session minutes from the January 24, 2019 meeting. Motion carried unanimously.

HOMEOWNER FORUM Homeowner Mr. Mendoza asked about the trees that were removed from the medians on Bernardo Heights Parkway and in the Clubhouse parking lot. Nick explained that trees are evaluated each

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

February 28, 2019

month at the Landscape Committee meeting and will only be removed if necessary. The parking lot trees were removed as part of the plan to upgrade the main entry area.

Howard Powell, the Vice president of Palazzo Bernardo asked for an explanation regarding the recent 5% assessment increase. The treasurer explained that in 2018 we experienced significant cost increases in water rates, subcontractor rates and labor rates. The Reserve contribution were significantly reduced to minimize the assessment increase.

Eusebio Mendoza from O'Connell Landscaping reported that they have cleaned out a great number of dead branches from under the shrubs along the parkways. They also have completed a study of the costs and options for the HOAs with the shared water meters. Two parkway renovation areas scheduled to be upgraded to low water landscaping are currently under construction.

FINANCIALS

The board reviewed the January 2019 financial reports prepared by Debbie Kurth, Treasurer.

Motion: Walt Mueller, Director

Second: Debbie Kurth, Treasurer

RESOLVED: to approve the January 2019 financial reports. Motion carried unanimously.

OLD BUSINESS

None

NEW BUSINESS:

TABLED: The Geotechnical Exploration, Inc to complete a soil test under the concrete in front of the main entry doors at a cost of \$2,000.00.

Motion: Joe Traxler, Director

Second: Debbie Kurth, Treasurer

RESOLVED: To approve taking responsibility to water and maintain the small landscaped area at the low wall area at the entry to the Villas HOA at Via Embeleso. Motion carried. Two opposed One abstained.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

February 28, 2019

Motion: Debbie Kurth, Treasurer

Second: Joe Traxler, Director

RESOLVED: To purchase the yearly ASCAP Music license for live and recorded at a cost of not to exceed \$620.00. Motion carried unanimously.

DISCUSSION:

The board discussed the shared water meters that are currently in use by nine sub associations and discussed the options available to CABH. Sub meters can be added to the HOA's irrigation system and CABH can be back charge the associations for the water used. It is also possible to disconnect and isolate the sub association irrigation system from the CABH meters. Options will be discussed at future board meetings.

COMMITTEE REPORTS:

Landscape Committee

The Landscape Committee met on November 8, 2018 and discussed several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on February 11, 2019 and on January 28, 2019. Thirteen applications were approved, none denied, and no notices of completion were approved

Motion: Walt Mueller, Director

Second: Jim Nadeau, Director

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Facilities Committee

The Facilities Committee did not meet this month.

RB Planning

The board reviewed the Planning Agenda.

Social Committee

No report.

Tennis Report

The board reviewed the tennis report.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

February 28, 2019

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Soils investigation for the sidewalk in front of the entry door.

Solicited bids to repair a homeowner's wall that was damaged by a fallen tree limb.

Facilities

I called Roof King to repair three leaks in the clubhouse roof. Two leaks have been repaired but one section is still leaking.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

I conducted a – 2 ½ hour site walk with the new manager from Tree Way Trees Services and with Cecile Nguyen and Eusebio Mendoza in areas 6A, 6P, 2D, and 2E.

I noticed a lot of water from the Silvergate site running on to our property at two locations. I notified the site foreman who told me that they have added pumps to remove ground water. The water was no longer present when I checked the area again during the recent heavy rain.

We had two reports of a slip and fall in the clubhouse. Each incident was documented and I informed our insurance carrier of the events. Twelve pool loungers were re-strapped and repaired and 14 small tables for the pool were repaired.

Staffing

Cecile Nguyen was hired as Administrative Assistant.

Farah Nicholson was the CABH Employee of the Month. I received a phone commendation from a resident who was very impressed with her outstanding service to help him with a room reservation for a party.

The staff safety training for February was on Bomb Threats.

Completed Projects

Christian replaced light bulbs on tennis court #8.

The drywall damaged by the shower moisture was repaired in the women's shower.

O'Connell identified a clogged underground drain on a Bernardo Heights Parkway median. They removed the clogged section and installed a cleanout.

Various small projects were completed throughout the clubhouse and common areas.

A large tree was removed due to a limb falling on a homeowner's wall.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

February 28, 2019

- o Four large trees were removed in the clubhouse parking lot and the stumps were ground to prepare for the parking lot entry renovation project.

GM Action List January 24, 2018

| | |
|---|------------------------|
| Driveway approach replacement | Schedule pending |
| Sidewalk replacement | Change Order approved. |
| Solar pool heating | Change Order approved |
| New Entry Sign | Permit in process |
| Pool Pumps for the large pool | Work order approved |
| Bi-annual State Corporate status filing | Completed |

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, March 28, 2019 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 7:35 PM. Back in Regular session at 7:56 PM. The meeting adjourned at 7:57 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

March 28, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, March 28, 2019 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
 Nick Anastasopoulos, President
 Don Williams, Vice President
 Debbie Kurth, Treasurer
 Ralph Posey, Secretary
 Joe Traxler, Director
 Walt Mueller, Director
 Jim Nadeau, Director

 Directors Absent:
 None

 Others Present:
 Byron Mettler, General Manager
 Cecile Nguyen, Administrative Assistant
 Eusebio Mendoza, O'Connell Landscape
 Eric Sheperd, O'Connell Landscape
 Sean Phillips Fairway Heights

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM.

MINUTES Motion: Debbie Kurth, Treasurer
 Second: Walt Mueller, Director
 RESOLVED: to approve the regular minutes from the February 28, 2019 meeting. Motion carried unanimously.

 Motion: Debbie Kurth, Treasurer
 Second: Walt Mueller, Director
 RESOLVED: to approve the executive session minutes from the February 28, 2019 meeting. Motion carried unanimously.

HOMEOWNER FORUM Sean Phillips from Fairway Heights said that the landscaping in front of the high school filling in and he is concerned about the pine

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

March 28, 2019

trees growing too close to the homes. New Way Tree Services will survey the area.

Eusebio Mendoza from O'Connell Landscaping said that the irrigation water is still off because of the recent rains. Most of the plants damaged by the frost are coming back well. Two more hydrometer installations are in progress. Mulch was added under the plants around Calle Paracho. The medians are filling in very good and the plants are healthy.

FINANCIALS

The board reviewed the February 2019 financial reports prepared by Debbie Kurth, Treasurer.

Motion: Don Williams, Vice President

Second: Ralph Posey, Secretary

RESOLVED: to approve the February 2019 financial reports.

Motion carried unanimously.

OLD BUSINESS

Our attorney mailed a letter to the Fairway Heights HOA explaining that CABH is not responsible to repair or replace the fences on the rear property line.

NEW BUSINESS:

Motion: Joe Traxler, Director

Second: Debbie Kurth, Treasurer

RESOLVED: not to exceed \$17,500.00 to resurface courts 5 and 6.

Motion carried unanimously.

Motion: Don Williams, Vice President

Second: Ralph Posey, Secretary

RESOLVED: to approve the quote from 1 Stop Pools to replace four PH sensors and 4 ORP sensors at a cost of \$1,545.00. Motion carried unanimously

Motion: Don Williams, Vice President

Second: Ralph Posey, Secretary

RESOLVED: to nominate Sirous Karimi to the Architectural committee Motion carried unanimously

DISCUSSION:

The board discussed the letter from Las Brisas regarding slope. The board requested that Rick Salpietra send a reply to Las Brisas.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

March 28, 2019

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on February 14, 2019 and discussed several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on February 25, 2019 and on March 11, 2019. Eleven applications were approved, none denied, and four notices of completion were approved

Motion: Debbie Kurth, Treasurer

Second: Ralph Posey, Secretary

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Facilities Committee

The Facilities Committee did not meet this month.

RB Planning

The board reviewed the Planning Agenda.

Social Committee

No report.

Tennis Report

The board reviewed the tennis report.

**MANAGEMENT
REPORTS**

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Resurfacing of tennis courts 5 and 6.

Twenty tree removals on Paseo Lucido

Facilities

Animal Pest Control spot treated for termites at four locations in the clubhouse. Last month I noticed termite dust falling from the open beams in the Verde Room.

I conducted site walks independently and with New Way and O'Connell Landscape to inspect landscape problems.

Lightbulbs on Court # #5 were replaced.

The water shutoff valve for the clubhouse drinking fountain was stuck at for several hours after closing. Christian repaired the valve.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

March 28, 2019

O'Connell replaced leaking irrigation valves at several location throughout the community.

Staffing

The GM attended a two-day advanced CAI education program in Los Angeles on Avoiding Litigation.

Natalie Barrantes was the CABH Employee of the Month for helping to fill-in during the Administrative Assistant transition.

The staff safety training for March was on proper Closing Procedures.

Completed Projects

Christian replaced light bulbs on tennis court #8.

The drywall damaged by the shower moisture was repaired in the women's shower.

O'Connell identified a clogged underground drain on a Bernardo Heights Parkway median. They removed the clogged section and installed a cleanout.

Various small projects were completed throughout the clubhouse and common areas.

A large tree was removed due to a limb falling on a homeowner's wall.

o

Four large trees were removed in the clubhouse parking lot and the stumps were ground to prepare for the parking lot entry renovation project.

GM Action List February 28, 2018

| | |
|--------------------------------|--------------------|
| Driveway approach replacement | Schedule pending |
| Sidewalk replacement | Completed |
| Storm Drain outlet Lucido park | Schedule pending |
| Solar pool heating | Permit in process |
| New Entry Sign | Layout complete |
| Pool Pumps for the large pool | Permit in progress |

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, April 25, 2019 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 6:59 PM. Back in Regular session at 7:47 PM. The meeting adjourned at 7:48 PM.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

April 25, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, April 25, 2019 at the Community Center located at 16150 Bernardo Heights Parkway, San Diego, California.

QUORUM The Board met quorum requirements with the following Directors in attendance:

PRESENT Directors Present:
Nick Anastasopoulos, President
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Walt Mueller, Director
Jim Nadeau, Director

Directors Absent:
None

Others Present:
Byron Mettler, General Manager
Cecile Nguyen, Administrative Assistant
Eusebio Mendoza, O'Connell Landscape
Eric Sheperd, O'Connell Landscape

CALL TO ORDER Nick Anastasopoulos, President called the business portion of the meeting to order at 6:00 PM.

MINUTES Motion: Walt Mueller, Director
Second: Debbie Kurth, Treasurer
RESOLVED: to approve the regular minutes from the March 28, 2019 meeting. Motion carried unanimously.

Motion: Walt Mueller, Director
Second: Debbie Kurth, Treasurer
RESOLVED: to approve the executive session minutes from the March 28, 2019 meeting. Motion carried unanimously.

HOMEOWNER FORUM Eusebio from O'Connell Landscape reported that the two parkway improvements along Bernardo Heights Parkway are complete. They are testing all of the irrigation systems. Rebate funds are available for the turf renovation. O'Connell will proceed with the applications for two median area.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

April 25, 2019

FINANCIALS

The board reviewed the March 2019 financial reports prepared by Debbie Kurth, Treasurer.

Motion: Walt Mueller, Director

Second: Jim Nadeau, Director

RESOLVED: to approve the March 2019 financial reports. Motion carried unanimously.

OLD BUSINESS

O'Connell provided a draft design proposal to renovate the small median at the driveway entrance to the clubhouse parking lot. They will provide a cost proposal at the next board meeting.

NEW BUSINESS:

Motion: Joe Traxler, Director

Second: Debbie Kurth, Treasurer

RESOLVED: to approve the 2018 tax audit that was completed by CPA Jose Mejares. Motion carried unanimously.

Motion: Ralph Posey, Secretary

Second: Don Williams, Vice President

RESOLVED: to deny the request from Bernardo Vista to pay an invoice of \$150.00 for discovering a leaking water main. Motion carried unanimously

Motion: Debbie Kurth, Treasurer

Second: Don Williams, Vice President

RESOLVED: to approve O'Connell to apply for turf renovation rebates from the city of San Diego for two medians. The rebate limit is \$50,000. Motion carried unanimously.

Motion: Don Williams, Vice President

Second: Ralph Posey, Secretary

RESOLVED: to approve the removal of 20 pine trees on Paseo Lucido by O'Connell Landscape at a cost of \$17,350.00 Motion carried unanimously

Motion: Jim Nadeau, Director

Second: Don Williams, Vice President

RESOLVED: to complete the installation of the permitted parking lot entry sign even though the RB Planning Committee did not vote to approve. Motion carried unanimously

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

April 25, 2019

Motion: Jim Nadeau, Director

Second: Don Williams, Vice President

RESOLVED: to approve the proposal from Vitale Landscape to complete the annual backflow testing at \$50 per meter and complete necessary repairs at the costs included in the proposal. Motion carried unanimously.

Motion: Walt Mueller, Director

Second: Debbie Kurth, Treasurer

RESOLVED: to approve the quote from O'Connell Landscape to replace six old irrigation controllers with Weathertrack Controllers at a total cost of \$22,719.05. Controller 7E- \$3,192.01, Controller 5P- \$3,567.81, Controller 5A- \$3,192.01 Controller 5D- \$4,695.21, Controller 5E- \$3,943.61, Controller 5S- \$4,128.40. Motion carried unanimously

DISCUSSION:

The board discussed the project updates. The sidewalk replacement project is complete. The pool solar heating permit should be approved by May 1, 2019.

COMMITTEE REPORTS:

Landscape Committee

The Landscape Committee met on April 9, 2019 and discussed several tree issues and landscape work orders.

The report was approved as submitted.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on March 25, 2019 and on April 9, 2019. Fifteen applications were approved, none denied, and three notices of completion were approved. Don mentioned that the front desk is doing a great job reviewing the Architectural applications to make sure that all of the pertinent information is included. We will start to implement a submittal deadline of the Thursday before the meeting date for the application due date.

Motion: Nick Anastasopoulos, President

Second: Jim Nadeau, Director

RESOLVED: to approve the Architectural Committee report. Motion carried unanimously.

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS

MEETING OF THE BOARD OF DIRECTORS

April 25, 2019

| | |
|----------------------|---|
| Facilities Committee | The Facilities Committee did not meet this month. |
| RB Planning | The board reviewed the Planning Agenda. |
| Social Committee | No report. |
| Tennis Report | The board reviewed the tennis report. |

MANAGEMENT REPORTS

Byron Mettler provided the management report and updated the board on current projects.

Request sent for Quotes on:

Resurfacing of upper pool

Twenty tree removals on Paseo Lucido

Facilities

Marco from the Window Brothers completed adjustments under warranty for the new entry doors. The closers were pulling out and the hinge was loose. The issues were permanently repaired by using longer bolts and screws.

o Lightbulbs on Court # #5, 6, and 7 were replaced. O'Connell replaced leaking irrigation valves at several location throughout the community.

Staffing

Antoinette Dizon (AJ) was hired as a Recreational Assistant

Aaron Jacobs was the CABH Employee of the Month for completing a thorough incident report, with photos, after a member reported an injury while using the gym equipment.

The staff safety training for April was on proper Pool Monitoring.

Completed Projects

Christian replaced the flush valve in the men's shower room.

Two older treadmills were repaired and the belts were replaced.

Multi-gym was repaired.

The painted upper pool deck was pressure washed and repainted by Christian.

Christian installed new emergency lights in the clubhouse

GM Action List March 28, 2018

| | |
|--------------------------------|--------------------------|
| Driveway approach replacement | Complete |
| Storm Drain outlet Lucido park | Complete |
| Solar pool heating | Permit in process |
| New Entry Sign | Construction has started |

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS**

April 25, 2019

Pool Pumps for the large pool

Permit in progress

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, May 23, 2019 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 6:49 PM. Back in Regular session at 7:11 PM. The meeting adjourned at 7:12 PM.