

**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.

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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.

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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.