

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.

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

May 23, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, May 23, 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:
Don Williams, Vice President
Debbie Kurth, Treasurer
Ralph Posey, Secretary
Walt Mueller, Director
Jim Nadeau, Director

Directors Absent:
Nick Anastasopoulos, President
Jim Nadeau, Director

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

CALL TO ORDER Don Williams, Vice 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 April 25, 2019 meeting with corrections. Motion carried unanimously.

Motion: Debbie Kurth, Treasurer
Second: Walt Mueller, Director
RESOLVED: to approve the executive session minutes from the April 25, 2019 meeting. Motion carried unanimously.

HOMEOWNER FORUM Eric Sheperd from O'Connell Landscape reported that they are making a conceptual drawing to renovate Lucido Park. The tree removal project on Paseo Lucido is underway. O'Connell is working on applications for two median area.

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

May 23, 2019

FINANCIALS

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

Motion: Walt Mueller, Director

Second: Sal Pragar, Director

RESOLVED: to approve the April 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 revised version with a clear explanation of the type of plants used at the next Landscape Meeting.

NEW BUSINESS:

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Director

RESOLVED: to table the entry median proposal. Motion carried unanimously.

DISCUSSION:

The board discussed the project updates. The sidewalk replacement project is complete. The pool solar heating permit was delayed in approval. The footing trench for the entry sign is ready for concrete.

A board member asked to review the rules regarding dogs in Lucido Park. The board will review the policy at the next board meeting.

The board asked for quotes to refinish and repair the upper pool.

The board asked for additional quotes for the driveway median curb replacement project.

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 April 22, 2019 and on May 13, 2019. Twenty-

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

May 23, 2019

three applications were approved, one denied, and two notices of completion were approved. The deadline for accepting architectural applications will be at the end of the day on the Thursday before the Architectural Meeting.

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:

City Sidewalk replacement throughout the HOA. No proposals have been submitted.

Facilities

The old multi-weight machine is out of order again. We have had numerous problems with this piece of exercise equipment. Many of the parts are no longer available.

Staffing

Sooji Change was hired as a Recreational Assistant

Antoinette Dizon (AJ) was the CABH Employee of the Month for volunteering to be the Easter Bunny at the CABH Easter event.

The staff safety training for May was on safe lifting.

The GM was on vacation for three weeks in May. 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 patched painted the concrete deck around the upper pool.

Twenty trees on Paseo Lucido have been removed.

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

May 23, 2019

Two outside air vents were installed to provide adequate fresh combustible for the pool heaters.

Tennis courts 5 and 6 were resurfaced.

GM Action List April 25, 2018

Solar pool heating

New Entry Sign

Permit in process

Construction has started

Pool Pumps for the large pool

Permit in progress

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, June 27, 2019 at 6:00 PM.

RESOLVED:

The meeting adjourned to Executive Session at 6:50 PM. Back in Regular session at 7:09 PM. The meeting adjourned at 7:10 PM.

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

June 27, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, June 27, 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
Ralph Posey, Secretary
Sal Pragar, Director

Directors Absent:
Debbie Kurth, Treasurer
Jim Nadeau, Director
Walt Mueller, Director

Others Present:
Byron Mettler, General Manager
Cecile Nguyen, Administrative Assistant
Eric Sheperd, O'Connell Landscape
Jim Fraker, VP, PCM

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 Pragar, Director
RESOLVED: to approve the regular minutes from the May 23, 2019 board meeting. Motion carried unanimously.

Motion: Ralph Posey, Secretary
Second: Sal Pragar, Director
RESOLVED: to approve the executive session minutes from the May 23, 2019 meeting. Motion carried unanimously.

HOMEOWNER FORUM Eusebio from O'Connell Landscape said that they surveyed the horseshoe area and will bring in a truck a few times a year out of rotation to complete additional landscape thinning. Reported that they are working on a conceptual drawing to renovate Lucido Park.

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

June 27, 2019

O'Connell is still working with the State of California on applications for rebates for two median area.

FINANCIALS

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

Motion: Sal Pragar, Director

Second: Don Williams, Vice President

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

OLD BUSINESS

Motion: Sal Pragar, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the entry median curb replacement proposal from New Vision Hardscapes at a cost of \$5,600.00 including demolition of the existing sign. Motion carried unanimously.

NEW BUSINESS:

Motion: Sal Pragar, Director

Second: Ralph Posey, Secretary

RESOLVED: to deny the RB Planning Commission's request to use the clubhouse for meetings at no cost. Motion carried. 3-Aye 1-No

Motion: Don Williams, Vice President

Second: Sal Pragar, Director

RESOLVED: to approve Court Concepts to resurface the basketball court at a cost of \$4,000.00. Motion carried unanimously.

Motion: Sal Pragar, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the \$100,000 CD Reserve Renewal from Comerica for 6 months. Motion carried unanimously.

DISCUSSION:

The board discussed the project updates. The pool solar heating permit was delayed in approval. The entry sign is scheduled to be completed by July 4th.

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

June 27, 2019

The board reviewed the rules regarding allowing dogs in Lucido Park. The rules will remain the same as written in our rules and regulation booklet with no dogs allowed in Lucido Park.

On consensus, the clubhouse will be closed at 6:00 PM on July 4, 2019.

The GM will obtain bids for installing 390 SF of pavers at the front entry. Debbie and Sal will select the color and style of pavers.

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on June 19, 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 May 27, 2019 and on June 10, 2019. Nineteen applications were approved, none denied, and two notices of completion were approved. The deadline for accepting architectural applications is at the end of the day on the Thursday before the Architectural Meeting. Fred Roden resigned from the Architectural Committee.

Motion: Sal Pragar, 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.

**MANAGEMENT
REPORTS**

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

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

June 27, 2019

Request sent for Quotes on:

City Sidewalk replacement throughout the HOA. No proposals have been submitted.

Upper pool renovation

Upper pool concrete

Entry median curb

Facilities

Christian installed the electrical conduit for power to the new sign.

Christian also completed miscellaneous task throughout the clubhouse such as fixing locks, replacing broken tiles, and fixing shower heads.

Staffing

Charlie Duh was hired as a Recreational Assistant but resigned after one week. We are taking applications for Recreation Assistant.

Cecile Nguyen was the CABH Employee of the Month for taking on leadership responsibilities and managing the weekly schedules.

Completed Projects

Christian installed a new outdoor table and chair set on the upper pool to replace the rusty table.

Christian pressure washed the dirty pool deck furniture in preparation for summer.

GM Action List May 23, 2018

Solar pool heating

Permit in process

New Entry Sign

In Progress

Pool Pumps for the large pool

Permit in progress

Pool renovation bids

Two bids received

ANNOUNCEMENT

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

RESOLVED:

The meeting adjourned to Executive Session at 7:30 PM. Back in Regular session at 8:11 PM. The meeting adjourned at 8:13 PM.

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
July 25, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, July 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
Sal Pragar, Director

Directors Absent:
Jim Nadeau, Director

Others Present:
Claudia Sitta, General Manager
Jim Fraker, Revional VP, PCM
Cecile Nguyen, Administrative Assistant

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

MINUTES Motion: Sal Pragar, Director
Second: Ralph Posey, Secretary
RESOLVED: to approve the regular minutes from the June 27, 2019 meeting. Motion carried unanimously.

Motion: Don Williams, Vice President
Second: Sal Pragar, Director
RESOLVED: to approve the executive session minutes from the June 27, 2019 meeting. Motion carried unanimously.

HOMEOWNER FORUM Madeline Beckerman inquired about the tennis court reservation policy.

FINANCIALS *June 2019 Financials*
The board reviewed the June 2019 financial reports prepared by Debbie Kurth, Treasurer.

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

July 25, 2019

Motion: Walt Mueller, Director

Second: Sal Pragar, Director

RESOLVED: to accept the June 2019 financial reports. Motion carried unanimously.

The Board requested and approved to have the General Manager; Claudia Sitta be placed on the signature card for the Union Bank Activity Account.

Reserve CD Renewal

The board reviewed the CD renewal from Bank of Southern California.

Motion: Don Williams, Vice President

Second: Walt Mueller, Director

RESOLVED: to close the account with Bank of Southern California and to purchase a (6) six-month CD with Comerica at the 2.05% rate. Motion carried unanimously.

NEW BUSINESS:

Reserve Study Proposal

The board reviewed the Reserve Study Proposal submitted by SCT Reserve Consultation.

Motion: Don Williams, Vice President

Second: Debbie Kurth, Treasurer

RESOLVED: to approve the reserve study proposal from SCT Reserve Consultation for the Level III (financial update) reserve study in the amount of \$700.00. Motion carried unanimously.

Facility Usage by Outside Groups

The Board reviewed the Facility Usage by outside groups policy.

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Director

RESOLVED: to allow the following (4) four groups: RB Community Foundation, RB Planning Board and Spirit of the 4th Community Council to utilize the facilities meeting rooms for one meeting a month. Members would take priority on the usage of the rooms. In Favor: Debbie Kurth & Walt Mueller. Not in Favor: Don Williams, Nick Anastasopoulos, Ralph Posey & Sal Pragar. The motion failed.

The guest policy will be utilized for meeting room usage.

“Bernardo Heights Community Center, member only community facilities. Maximum of six (6) guests per visit, per household / residence for owners 18 years of age or older.”

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
July 25, 2019

Guest Access

The Board reviewed the guest policy.

Motion: Don Williams, Vice President

Second: Walt Mueller, Director

RESOLVED: to allow guest access to the community center if the member is present. Motion carried unanimously.

Motion: Don Williams, Vice President

Second: Walt Mueller, Director

RESOLVED: to allow long term guest access to the facility without member being present. Member must provide LTG information to CABH. Motion carried unanimously.

OLD BUSINESS

Upper Pool Renovation

Motion: Nick Anastasopoulos, President

Second: Don Williams, Vice President

RESOLVED: to table the upper pool renovation until September 2019. Motion carried unanimously.

Paseo Lucido Sidewalk Repair

The Board reviewed the sidewalk repair map.

Project updates: Sign, Solar

The board discussed the project updates. The pool solar heating permit was delayed in approval.

Pavers at Entry

Motion: Nick Anastasopoulos, President

Second: Don Williams, Vice President

RESOLVED: to table the pavers at entry until September 2019. Motion carried unanimously

DISCUSSION:

None

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on June 19, 2019.

Architectural Committee Don Williams gave the Architectural Committee report for the meetings held on June 24, 2019 and on July 8, 2019. Thirty-three

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

July 25, 2019

applications were approved, none denied, and one notice of completion was approved.

Motion: Walt Mueller, Director

Second: Ralph Posey, Secretary

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Tennis Report

The board reviewed the tennis report.

**MANAGEMENT
REPORTS**

Claudia Sitta provided the management report and updated the board on current projects.

Request sent for Quotes on:

City sidewalk replacement

Facilities

Christian installed door stop mechanism on exit door from clubhouse leading to the pool

Christian demoed and remove the amphitheater from Lucido Park.

Christian also completed miscellaneous task throughout the clubhouse.

Court Concepts are in the process of completing the basketball court resurfacing.

Staffing

Interviewed a potential new Recreation Assistant

Staff prepared and participated in the Summer BBQ

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, September 26, 2019 at 6:00 PM. There will be no August meeting.

RESOLVED:

The meeting adjourned to Executive Session at 7:10PM. Back in Regular session at 7:24 PM. The meeting adjourned at 7:34 PM.

MINUTES APPROVED BY:

Board Member

Date

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
September 26, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, September 26, 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
Ralph Posey, Secretary
Walt Mueller, Director
Jim Nadeau, Director

Directors Absent:
Debbie Kurth, Treasurer
Sal Pragar, Director

Others Present:
Claudia Sitta, General Manager
Jim Fraker, Regional VP, PCM

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 July 25, 2019 meeting. Motion carried unanimously.

HOMEOWNER FORUM Juleen Thompson inquired about the trimming schedule for the areas around Las Brisas Condos and Homes.

FINANCIALS *August 2019 Financials*
The board reviewed the August 2019 financial reports prepared by Debbie Kurth, Treasurer.

Motion: Walt Mueller, Director
Second: Ralph Posey, Secretary
RESOLVED: to accept the August 2019 financial reports. Motion carried unanimously.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
September 26, 2019**

2020 Budget & Reserve Study Draft

The board reviewed the 2020 Draft Budget & Reserve Study and requested that Debbie Kurth and Walt Mueller review them and provide their recommendation at the October meeting.

NEW BUSINESS:

Board Resignation & Replacement

Motion: Walt Mueller, Director

Second: Don Williams, Vice President

RESOLVED: to accept Ralph Posey's resignation and approve Rob Knudsen to fill the remainder of Ralph's position on the Board of Directors. Motion carried unanimously.

Insurance Proposal

The Board reviewed the proposal from Farmers Insurance for Employers Practices and Liability Insurance.

Motion: Walt Mueller, Director

Second: Don Williams, Vice President

Deny: Ralph Posey, Secretary

RESOLVED: to obtain the Employers Practices and Liability Insurance for the premium of \$1,591.00. Motion carried.

Hydropoint Proposal

The Board reviewed the proposal to monitor the irrigation controllers in the amount of \$7,468.00

Motion: Walt Mueller, Director

Second: Don Williams, Vice President

RESOLVED: to approve the proposal from Hydropoint in the amount \$7,468.00. Motion carried unanimously.

SiteOne Proposal

The Board reviewed the proposal from SiteOne to upgrade the 19 controllers with the most updated programming in the amount of \$27,428.

Motion: Walt Mueller, Director

Second: Jim Nadeau, Director

RESOLVED: to SiteOne proposal in the amount of \$27,428 to upgrade the 19 controllers with the most updated programming. Motion carried unanimously.

OLD BUSINESS

Upper Pool Renovation

The Board approved to table the item to the October meeting.

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
September 26, 2019

Paseo Lucido Sidewalk Repair

The Board reviewed the sidewalk repair proposals.

Motion: Jim Nadeau, Director

Second: Don Williams, Vice President

RESOLVED: To approve the proposal from Firestone Builders, Inc.. Motion carried unanimously

Project updates: Sign, Solar

The board discussed the project updates. The pool solar heating permit was delayed in approval.

Bernardo Heights Parkway Renovation

O'Connel Landscape informed the Board that the renovation is waiting for approval from SoCal Water.

DISCUSSION: None

COMMITTEE REPORTS:

Landscape Committee The Landscape Committee met on August 22, 2019.

Architectural Committee Don Williams gave the Architectural Committee report for the meetings held on July 22, 2019 and on August 12, 2019. Thirty-two applications were approved, none denied, and three notice of completion was approved.

Motion: Nick Anastasopoulos, President

Second: Ralph Posey, Secretary

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Tennis Report The board reviewed the tennis report.

**MANAGEMENT
REPORTS**

Claudia Sitta provided the management report and updated the board on current projects.

Request sent for Quotes on:
City sidewalk replacement

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
September 26, 2019**

Pool Resurfacing
Clubhouse Entry Pavers

Facilities

Christian installed new motors on the fans throughout the clubhouse
Christian started to clean and paint the monument sign lettering
Christian installed an additional security camera by the pool area
Christian completed miscellaneous tasks throughout the clubhouse

Staffing

Have been working with staff on being efficient and courteous with members
Working on better utilizing the staff strong points

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, October 24, 2019 at 6:00 PM. There will be no August meeting.

RESOLVED:

The meeting adjourned at 7:42 PM.

MINUTES APPROVED BY:

Board Member

Date

COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
October 24, 2019

NOTICE The General Session meeting of the Community Association of Bernardo Heights Board of Directors was held on Thursday, October 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
Walt Mueller, Director
Sal Pragar, Director

Directors Absent:
Jim Nadeau, Director
Rob Knudson, Secretary

Others Present:
Claudia Sitta, General Manager
Jim Fraker, Regional VP, PCM

PRESENTATIONS O'Connell provided a presentation to the Board on the entry median and monument sign 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: Don Williams, Vice President
RESOLVED: to approve the regular minutes from the September 26, 2019 meeting. Motion carried unanimously.

FINANCIALS *September 2019 Financials*
The board reviewed the September 2019 financial reports prepared by Debbie Kurth, Treasurer.

Motion: Sal Pragar, Director
Second: Walt Mueller, Director
RESOLVED: to accept the September 2019 financial reports.
Motion carried unanimously.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
October 24, 2019**

2020 Budget & Reserve Study Draft

The board reviewed the 2020 Draft Budget & Reserve Study. Debbie informed the Board that the budget reflects no assessment increase and the reserve funding will be increased to \$85,293.

Motion: Walt Mueller, Director

Second: Sal Pragar, Director

RESOLVED: to approve the 2020 Budget and Reserve Study.

Motion carried unanimously.

NEW BUSINESS:

Holiday Party Menu Proposal

Motion: Don Williams, Vice President

Second: Debbie Kurth, Treasurer

RESOLVED: to approve the proposal and menu for the Holiday Party from Affordable Affairs Catering in the amount of \$4,310.22. Motion carried unanimously.

Pool Service Proposals

The Board reviewed the proposals for pool service.

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Director

RESOLVED: to terminate 1Stop Pool Pros and approve the proposal from Wins Pool Inc. Motion carried unanimously.

Las Brisas Slope Clean-up Proposal

The item was tabled to be discussed at the November Landscape Meeting and the December Board meeting.

Front Entry Median Landscape Proposal

The Board reviewed the proposal from O'Connell to renovate the front entry median in the amount of \$5,948.74.

Motion: Walt Mueller, Director

Second: Don Williams, Vice President

RESOLVED: to approve O'Connell's proposal in the amount of \$5,948.74 to renovate the front entry median. Motion carried unanimously.

Additional TV's in Gym

A discussion was held regarding installing additional television in the gym.

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
October 24, 2019**

OLD BUSINESS

Upper Pool Renovation

The Board reviewed the proposals to renovate the upper pool.

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Director

RESOLVED: to approve WINS Pool Inc to renovate the upper pool in the amount of \$59,620.00. Motion carried unanimously.

Project updates: Sign, Solar

The board discussed the project updates. The pool solar heating permit was delayed in approval.

Shared Water Use with SubAssociations

The Board discussed the shared water use with the subassociation and determined that the issue should be further discussed.

DISCUSSION:

None

COMMITTEE REPORTS:

Landscape Committee

The Landscape Committee met on September 19, 2019.

Architectural Committee

Don Williams gave the Architectural Committee report for the meetings held on September 9, 2019 and on September 23, 2019. Seventeen applications were approved, none denied, and four notice of completion was approved.

Motion: Nick Anastasopoulos, President

Second: Don Williams, Vice President

RESOLVED: to approve the Architectural Committee report.

Motion carried unanimously.

Tennis Report

The board reviewed the tennis report.

**MANAGEMENT
REPORTS**

Claudia Sitta provided the management report and updated the board on current projects.

Request sent for Quotes on:

Water Fountain

Outdoor stair repair

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
MEETING OF THE BOARD OF DIRECTORS
October 24, 2019**

Facilities

Christian cleaned and polished the monument signs throughout the community

Christian and the electrician changed out the lights in the tennis courts

Christian installed emergency lighting in the clubhouse

Christian completed miscellaneous tasks throughout the clubhouse

Staffing

Continuing to look for additional staff members

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be on Thursday, December 05, 2019 at 6:00 PM. There will be no November meeting.

RESOLVED:

The meeting adjourned at 7:42 PM.

MINUTES APPROVED BY:

Board Member

Date