

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
OPEN MEETING MINUTES OF THE BOARD OF DIRECTORS
August 28, 2024**

- NOTICE** The Open Meeting of the Community Association of Bernardo Heights Board of Directors was held on Wednesday, August 28, 2024 at 16150 Bernardo Heights Parkway, San Diego, CA 92128.
- QUORUM** The board met quorum requirements with the following Directors in attendance:
- PRESENT** Directors Present:
Nick Anastasopoulos, President
Walt Mueller, Vice President
Debbie Kurth, Treasurer
Cynde Haas, Director
Victoria Touchstone, Director
Kevin Messer, Director
- Others Present:
Frank Squires, General Manager
Eusebio Mendoza, O'Connell Landscape
Kevin Ciurej, O'Connell Landscape
Owners
- CALL TO ORDER** Nick Anastasopoulos, President called the meeting to order at 5:30 PM.
- LANDSCAPE REPORT** Eusebio Mendoza informed the board that he is 50% complete in investigating other CABH common area turf removal rebate locations. He then informed the board that he and his staff are making electrical repairs to an irrigation valve. The wiring that turns the valve on and off was broken by the City of San Diego when making a water line repair.
- HOMEOWNER FORUM** There were three (3) homeowners present. One owner complimented the board on View Pointe Park. Another owner had comments on tennis and pickleball.
- MINUTES** Motion: Kevin Messer, Director
Second: Walt Mueller, Vice-President
RESOLVED: To approve the minutes of the June 26, 2024, Open Meeting of the Members.
Motion carried unanimously.

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FINANCIALS

1. May 31, 2024, Treasurer's Report & Income Statement

June 30, 2024, Treasurer's Report & Income Statement

The board reviewed both the May 31, 2024, and June 30, 2024 Treasurer Reports prepared by Debbie Kurth, and the May 31, 2024, and June 30, 2024, Income Statements prepared by PCM/Associa.

Motion: Walt Mueller, Vice President

Second: Cynde Haas, Director

RESOLVED: To approve the May 31, 2024, and June 30, 2024 Treasurer Reports and the May 31, 2024, and June 30, 2024 Income Statements.

Motion carried unanimously.

Delinquency Report

Ms. Kurth informed the board that there were four sub-associations delinquent in monthly assessments during the month of May and two sub-associations delinquent during the month of June. No action is needed at this point.

2. Newman Year End 2024 Audit & Tax Proposal

The board reviewed the audit and tax proposal from Newman Certified Public Accountant PC.

Motion: Walt Mueller, Vice President

Second: Cynde Haas, Director

RESOLVED: To approve the Newman audit & tax proposal in the amount of \$2,100.

Motion carried unanimously.

3. CABH Annual Budget

Ms. Kurth informed the board that she and Mr. Squires will start preparing the 1st draft of the CABH 2025 annual budget.

NEW BUSINESS

1. SCT Reserve Study Proposal

The board reviewed a Level III proposal from SCT Reserve Consultants Inc. The proposal is for an accounting update to the Level II SCT Consultants Inc. Reserve Study completed in November of 2023.

Motion: Cynde Haas, Director

Second: Victoria Touchstone, Director

RESOLVED: To approve the SCT Consultants Inc proposal in the amount of \$950.00 to complete a Level III Reserve Study.

Motion carried unanimously.

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2. Lucido Park Pickleball Court Installation Proposal

The board reviewed a proposal from Bryan Duncan & Associates in the amount of \$254,115 for the installation of six pickleball courts at Lucido Park. The board agreed not to take any no further action at this time.

3. Basketball Court Renovation Proposal

The board reviewed a proposal from CH Court Tech in the amount of \$98,000 for the renovation of the existing basketball court located at the east end of the CABH Clubhouse. Mr. Squires recommended to the board to have a set of basketball court construction specifications on hand to distribute to vendors for bidding purposes.

Motion: Nick Anastasopoulos, President

Second: Walt Mueller, Vice president

RESOLVED: To have Mr. Squires obtain a proposal for a set of basketball court construction specifications from an architectural firm for an amount not to exceed \$6,000.

Motion carried unanimously.

4. CABH Escrow Document Fees

The board reviewed escrow fees CABH charges. The current fee is \$200.

Motion: Nick Anastasopoulos, President

Second: Debbie Kurth, Treasurer

RESOLVED: To increase escrow fees to \$225.

Motion carried unanimously.

5. Lucido Park Gazebo

The board discussed replacing the two gazebos located at Lucido Park. Due to their age the structures need to be replaced. The board advised Mr. Squires to obtain six proposals for the work - three for wood structures and three for aluminum wood structures.

6. CABH Meeting Dates

The board reviewed proposed CABH meeting dates for the November, December, January and February open board & executive meetings, the CABH call for election notice, the president's meeting and the CABH annual meeting.

Motion: Kevin Messer, Director

Second: Debbie Kurth, Treasurer

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RESOLVED: To approve the proposed meeting dates with a change to hold the CABH January open & executive meetings in conjunction with the presidents meeting on January 8, 2025, at 5:30PM.

Motion carried unanimously.

7. *Fitness Center Patio*

The board discussed different options for designing the patio outside of the CABH fitness center. Mr. Anastasopoulos instructed Mr. Squires to have the on-site staff handle the task.

8. *CABH Resident Communication*

The board reviewed two proposals for increasing communication avenues with CABH residents.

Motion: Nick Anastasopoulos, President

Second: Victoria Touchstone, Director

RESOLVED: To utilize the Mailchimp software application to communicate with CABH residents.

Motion carried unanimously.

UNFINISHED BUSINESS 1. *Clubhouse Interior Remodel*

The board reviewed flooring and paint samples presented to them by Mr. Squires. The board then reviewed two painting proposals.

Motion: Nick Anastasopoulos, President

Second: Kevin Messer, Director

RESOLVED: To approve the Pro-Tech Painting base contract proposal in the amount of \$14,490.

Motion carried unanimously.

The board reviewed two flooring proposals.

Motion: Walt Mueller, Vice President

Second: Kevin Messer, Director

RESOLVED: To approve the Sherwin -Williams flooring proposal in the amount of \$19,773.95.

Motion carried unanimously.

2. *Architectural Application Streamline Update*

Mr. Squires informed the board that he is working with the CABH sub associations management on registering them on the Town Square application.

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3. Broken Sidewalk

Mr. Squires informed the board that he has emailed the City of San Diego regarding the broken section of the sidewalk located at the intersection of Calle Vivienda and Avenida Venusto. He also entered the issue into the city "Get It Done" application. The location is within the Tierra Del Sol Community. To date, the sidewalk has not been repaired.

4. CABH Rules & Regulations

Mr. Squires is working with board members on revisions to the CABH Rules & Regulations.

5. CABH Dog Park Update.

The board discussed installing a dog park within the community. After reviewing the board elected not to pursue the project at this time.

COMMITTEE REPORTS 1. Architectural Committee

The Architectural Committee met on July 8, 2024. At this meeting, four applications and two notices of completion were approved. The Architectural Committee met again on July 22, 2024. At this meeting, five applications and one notice of completion were approved.

Motion: Victoria Touchstone, Director

Second: Walt Mueller, Vice President

RESOLVED: To approve the Architectural Committee reports.

Motion carried unanimously.

2. Landscape Committee

The Landscape Committee met on July 11, 2024.

Motion: Walt Mueller, Vice president

Second: Victoria Touchstone, Director

RESOLVED: To approve the Landscape Committee report.

Motion carried unanimously.

MANAGER REPORT

Mr. Squires informed the board of the following:

- View Pointe Park: Three sitting benches have been installed along with two "No Trespassing" signs.
- A raised section of the basketball surface has been grinded.

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- San Diego BBQ Inc. performed annual maintenance on The CABH two barbecues.
- San Diego Backflow Testing Inc. replaced a broken irrigation gate valve.
- The purchase of universal weight fitness equipment is not currently needed.

CORRESPONDENCE

1. AT&T Cell Tower Location Response

The board reviewed an email composed by Mr. Anastasopoulos. The email was addressed to Matthew Ramirez with MD7. The email informed Mr. Ramirez that The CABH is not interested in entertaining any cell tower installation proposals under any conditions or any offers.

2. CABH Master Liability Insurance

The board reviewed email exchanges between Mr. Squires and Labarre/Oksnee Insurance. Labarre/Oksnee is currently working on obtaining an insurance quote for The CABH upcoming insurance renewal. Mr. Squires supplied Labarre/Oksnee with the information that they requested to provide a quote.

3. The Heights Golf Club Notice

The board reviewed an email from Paul Devine, General Manager of The Heights Golf Club regarding access to the golf course property. Mr. Squires distributed the email to the CABH communities.

4. City of San Diego Trash Service Notice

The board reviewed an informational email from Mr. Squires that was sent out to The CABH communities regarding The City of San Diego Trash Services.

5. Summer Barbecue Social Committee Response

The board reviewed an email from Shem Clow informing Mr. Squires and the on-site staff that the annual summer barbecue event was a huge success.

INFORMATIONAL ONLY

1. City of San Diego T-Mobile Paseo Lucido Notice

The board reviewed a notice from the City of San Diego regarding the T-Mobile Wireless Communication facility located at 13010 Paseo Lucido. No Further action is necessary at this time.

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be

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held on Wednesday, September 25, 2024, at 5:30 PM.

**EXECUTIVE SESSION
SUMMARY**

The board met in executive session on June 26, 2024, and took the following actions.

1. Legal Matters
2. Contractual Matters
3. Common Area Amenities Review

ADJOURNMENT

The meeting moved to the Executive Session at 7:03 PM. Back into open session at 7:30 PM. The meeting adjourned at 7:45 PM.

MINUTES APPROVED BY

Board Member

Date