

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS
OPEN MEETING MINUTES OF THE BOARD OF DIRECTORS
October 23, 2024**

- NOTICE** The Open Meeting of the Community Association of Bernardo Heights Board of Directors was held on Wednesday, October 23, 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
Kevin Messer, Director
Victoria Touchstone, Director
- Others Present:
Frank Squires, General Manager
Eusebio Mendoza, O'Connell Landscape
Kevin Ciurej, O'Connell Landscape
Owners
- Absent was:
Carole Graziano, Secretary
Cynde Haas, Director
- CALL TO ORDER** Nick Anastasopoulos, President called the meeting to order at 5:30 PM.
- LANDSCAPE REPORT** Eusebio Mendoza informed the board that once he submits the turf rebate applications to the water district, an on-site inspection of the turf area is required. Next, Mr. Ciurej informed the board that the clubhouse Christmas tree will be delivered the week after Thanksgiving. He also informed the board that the Cyclamen plants for the clubhouse parking lot entrance have been ordered.
- HOMEOWNER FORUM** There were four (4) homeowners present. They made various comments on the tennis and pickleball courts. One owner had comments on a potential dog park.

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MINUTES

Motion: Kevin Messer, Director
Second: Debbie Kurth, Treasurer
RESOLVED: To approve the minutes of the September 25, 2024, Open Meeting of the Members with one correction to board members attendance.
Motion carried unanimously.

FINANCIALS

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

The board reviewed the August 31, 2024, Treasurer Report prepared by Debbie Kurth, and the August 31, 2024, Income Statement prepared by PCM/Associa.

Motion: Walt Mueller, Vice President

Second: Kevin Messer, Director

RESOLVED: To approve the August 31, 2024, Treasurer Report and Income Statement

Motion carried unanimously.

Delinquency Report

Ms. Kurth informed the board that there was one sub-association delinquent in monthly assessments during the month.

2. CABH FY 2025 Annual Budget Review

Ms. Kurth reviewed with the board a draft of the CABH FY 2025 annual budget.

Motion: Walt Mueller, Vice President

Second: Nick Anastasopoulos, President

RESOLVED: To approve the CABH FY 2025 annual budget which reflects a 3% increase over the FY 2024 annual budget.

Motion carried unanimously.

NEW BUSINESS

1. SCT Reserve Consultants Reserve Study Review

The board reviewed a Level 3 Reserve Study performed by SCT Reserve Consultants

Motion: Walt Mueller, Vice President

Second: Nick Anastasopoulos, President

RESOLVED: To approve the SCT Reserve Study with a change in the monthly reserve allocation amount from \$25,397.00 to \$29,083.45.

Motion carried unanimously.

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2. *Barricade Violation Notice*

Mr. Squires reviewed with the board a violation notice CABH received from the City of San Diego Transportation Department. The notice was regarding barricades located on CABH property that had graffiti painted on them. Mr. Squires responded to the notice informing the city that the graffiti was removed from the barricades, and that CABH does not own the barricades. The City representative informed Mr. Squires that they would investigate who owns the barricades.

3. *Dog Signage*

Mr. Squires reviewed with the board estimates for purchasing “Please clean up after your dog” signs to be placed throughout the CABH common area.

Motion: Kevin Messer, Director

Second: Walt Mueller, Vice President

RESOLVED: To approve the purchase of 20 signs from Amazon in the amount of \$18.99.

Motion carried unanimously.

UNFINISHED BUSINESS

1. *CABH Basketball Court Specification*

The board reviewed a basketball Site Construction Plan from C.E.D. Inc. for the base amount of \$8,600.

2. *CABH Rules & Regulations*

The board reviewed a draft revision of the CABH RULES & REGULATIONS.

Motion: Victoria Touchstone, Director

Second: Walt Mueller, Vice President

RESOLVED: To approve the draft revision with two changes to the CABH FEE SHEET 2024. The first change is to eliminate “Non-resident” from the Tenant and Non-resident membership enrollment fee section. The second change is to edit “Lucido park trash deposit - \$50.00 cash or check.” to read as “Lucido Park Refundable \$50.00 Clean up, empty trash deposit.”

The Rules & Regulation will be submitted to Legal Counsel for review.

Motion carried unanimously.

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3. Mailchimp Communication Update.

Mr. Squires reviewed with the board Mailchimp pricing plans.

Motion: Walt Mueller, Vice President

Second: Debbie Kurth, Treasurer

RESOLVED: To approve the Mailchimp monthly amount of \$45 for communicating with residents.

Motion carried unanimously.

4. Pickleball/Tennis Committee Report

The board reviewed recommendations from the committee which included: 1. Reserving courts 2 ½ days in advance before 7:00PM; 2. Allowing four guests for pickleball participation during the week; 3. Allowing three guests for pickleball during the weekends; 4. Purchasing a blower to dry off the courts; and 5. Renovating one of the tennis courts to be a pickleball court only.

Motion: Debbie Kurth, Treasurer

Second: Walt Mueller, Vice President

RESOLVED: To approve the above recommendations from the committee.

Motion carried unanimously.

5. Upcoming Meeting Dates Reminder

The board reviewed some upcoming meeting dates. There will be a combined November & December open meeting. The combined meeting date has been changed to December 11, 2025, at 5:30PM. The volunteer appreciation date has been changed to February 8, 2025.

COMMITTEE REPORTS ***1. Architectural Committee***

The Architectural Committee met on September 9, 2024. At this meeting, three applications and one Notice of Completion were approved. The Architectural Committee met again on September 23, 2024. At this meeting, thirteen applications were approved.

Motion: Victoria Touchstone, Director

Second: Walt Mueller, Vice President

RESOLVED: To approve the Architectural Committee reports.

Motion carried unanimously.

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2. Landscape Committee

The Landscape Committee met on September 12, 2024.

Motion: Victoria Touchstone, Director

Second: Walt Mueller, Vice President

RESOLVED: To approve the Landscape Committee report.

Motion carried unanimously.

MANAGER REPORT

Mr. Squires informed the board that the interior painting of the clubhouse is approximately halfway complete and the flooring is scheduled to start the first week of November. Mr. Squires next informed the board that a contract between CABH and TKBM Construction is being finalized by legal counsel.

ANNOUNCEMENT

The next meeting of the CABH Board of Directors will be held on Wednesday, December 11, 2024, at 5:30 PM.

**EXECUTIVE SESSION
SUMMARY**

The board met in Executive Session on September 25, 2024, and took the following actions on:

1. Contractual Matters

ADJOURNMENT

The meeting moved to the Executive Session at 7:12 PM.

Back into open session at 7:30 PM. The meeting adjourned. at 7:35 PM.

MINUTES APPROVED BY

Board Member

Date