

**COMMUNITY ASSOCIATION OF BERNARDO HEIGHTS OPEN  
MEETING MINUTES OF THE BOARD OF DIRECTORS  
AUGUST 27, 2025**

**NOTICE**

The Open Meeting of the Community Association of Bernardo Heights Board of Directors was held on Wednesday, August 27, 2025, 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  
Victoria Touchstone, Director  
Cynde Haas, Director  
Kevin Messer, Director

Others Present:

Frank Squires, General Manager, via telephone  
Eusebio Mendoza, O'Connell Landscape  
Owners

Absent was:

Carole Graziano, Secretary

**CALL TO ORDER**

Nick Anastasopoulos, President called the meeting to order at 5:30 PM.

**LANDSCAPE REPORT**

Mr. Mendoza informed the board of current areas they are working on this cycle for landscape maintenance. The board then reviewed a site plan map with Mr. Mendoza. The map displayed five locations where they would be implementing the turf rebate program with the City of San Diego. They reported that O'Connell Landscape will be performing the services to implement rebate program at the locations.

Ms. Touchstone then requested Mr. Mendoza to lower the hedges on Bernardo Heights Parkway. Mr. Squires then informed the board of a landscape walk through that was conducted. Participants in the walk though were himself, Mr. Mendoza, O'Connell Landscape, Mike Otterson, Landgraphics, The Heights Golf Club Representative, the Los Rio Landscape Committee. The walk though was to establish landscape boundary responsibility between CABH, The Heights Golf Club and the Los Rios HOA. A map has been established denoting boundary responsibility between the parties.

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**HOMEOWNERS FORUM** Owners paid compliments to the board and commented on the Architectural Rule Change

**MINUTES** *1. June 25, 2025, Open Meeting Minutes*  
After the minutes were reviewed, a motion was made and seconded to approve the July 23, 2025, Open Meeting Minutes

**FINANCIALS** *1. June 30, 2025, Treasurer's Report & Income Statement*  
After the reports were reviewed, a motion was made and seconded to approve the June 30, 2025, Treasurer's Report as prepared by Debbie Kurth & the Income Statement as prepared by PCM/Associa. Ms. Kurth then informed the board that additional reimbursement monies of \$39,886 have been received from the City of San Diego Water District.

**NEW BUSINESS** *1. Biz Pulse Survey Member Request*  
The board reviewed a Biz Pulse Survey member request for relocating some of the CABH fitness equipment to the outside patio. The board denied the request and advised Mr. Squires to follow up the member.

*2. AED Requirements & CABH Placement of AED Machines*  
The board reviewed an email from legal counsel regarding the California Civil Code section 1714.2 (d) (1) requirements for having AED machines at the clubhouse. Mr. Squires informed the board that two AED machines are in place at the CABH clubhouse in accordance with the code. Mr. Squires then reviewed emails between himself and a representative with the County of San Diego verifying the placement of the AED machines at the clubhouse.

*3. Member CPA Training at the Clubhouse*  
Mr. Squires informed the board that members inquired about enrolling in a CPR training class at the clubhouse. The board then reviewed a contract drafted by legal counsel between CABH & A-B-CPR Co. for allowing A-B-CPR Co. to conduct member CPR training at the clubhouse. After the contract was reviewed, a motion was made and seconded approve the contract. The board then reviewed a flyer that will be sent out to the members informing them of the training. The board then reviewed a liability waiver release form that has to be signed by members who wish to enroll in the CPR training class.

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**4. *Cintas AED Agreement***

The board reviewed an agreement between CABH & Cintas. The agreement is in the amount of \$130 per month for inspecting of the AED machines. After the agreement was reviewed, a motion was made and seconded approve the agreement.

**5. *Swale Standing Water & Omega Pavers Bid Proposal***

Mr. Squires reviewed with the board an email between Ms. Woodin and a member of Seven Oaks HOA. The email informed Ms. Woodin of standing water in one of the CABH swales adjacent to his residence. The standing water attracts mosquitoes to the standing water in the swale. The board then reviewed a proposal from Omega Pavers on the amount of \$9,300 for repairing the swale that holds standing water. After the proposal was reviewed, a motion was made and seconded not to approve the proposal.

**6. *C&H Machine Co. Quote***

The board reviewed a quote in the amount of \$2,702 from C&H Machine Co. The quote was for repairs to one of the universal weight lifting machines in the CABH fitness center. The board denied the quote for repairs and requested Mr. Squires to purchase a new piece of gym equipment not to exceed, \$7,500.

**7. *Art Group at Community Center***

The board reviewed an email between Ms. Graziano and a member of CABH. The member is inquiring about using the CABH clubhouse to hold artwork painting classes. The board advised Mr. Squires to inform Ms. Graziano they are open to the concept of the art class with some guidelines and as long as an outline of the classes be presented to the board.

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**UNFINISHED BUSINESS**

**1. *Notice of Adopted Rule Change***

The board reviewed a Notice of Adopted Rule Change. The rule change was for revisions to the CABH Application For Home Improvement. After reviewing the Adopted Rule Change a motion was made and seconded to adopt the rule change.

**2. *Lucido Park Playground Renovation Update***

Mr. Squires updated the board on the Lucido Park playground equipment replacement. The Playground Committee is reviewing current equipment alternatives.

**3. *Clubhouse Furniture Update***

Mr. Squires informed the board all clubhouse furniture has been delivered,

**4. *Tennis/Pickleball Instructor Response.***

The board reviewed an email from the tennis instructor, Mr. Siegh, thanking the board for their support as their tennis Instructor.

**COMMITTEE REPORTS**

**1. *Architectural Committee***

The Architectural Committee met on July 14, 2025. At this meeting, three applications were approved. The Architectural Committee met again on July 28, 2025. At this meeting, two applications were approved and one Notice of Completion was approved. After review, a motion was made and seconded to approve the Architectural Committee reports.

**2. *Landscape Committee***

The Landscape Committee met on August 13, 2025. After review, a motion was made and seconded to approve the Landscape Committee Report.

**3. *Rancho Bernardo Community Counsel***

Nothing to report currently.

**4. *Rancho Bernardo Planning Board***

Nothing to report currently.

**5. *Tennis Instructor and Kids Tennis Classes***

Mr. Squires reviewed with the board a flyer composed by the CABH tennis instructor. The content of the flyer was for offering discounts to kids on tennis lessons. The flyer has been circulated to the members of CABH.

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**MANAGER'S REPORT**

Mr. Squires reviewed with the board the following:

- Staff CPR/First Aid Training conducted by A-B- CPR Co.
- Lucido Park tennis court repairs done by CH Court Tech
- Access ramp signage installation
- Men's locker room maintenance, replacing floor matting.

**DISCUSSION**

***Joint Use With The Heights***

Mr. Anastasopoulos reviewed with the board a brochure from The Heights Golf Club. The brochure had in it the types of amenities the golf club offers once you become a member. Mr. Anastasopoulos then discussed with the board the possibility of allowing Heights Golf Club members access to CABH amenities in exchange for CABH members' access to the Heights Golf Club amenities. The board tabled the item for now, and Mr. Anastasopoulos will continue discussion with the Heights Golf Club representative, Richard Green.

***Solar Installation***

The board reviewed the idea of installing solar panels at the CABH facility. After reviewing the topic, it was concluded not to pursue the idea.

**ANNOUNCEMENT**

The next meeting of the CABH Board of Directors will be held on Wednesday, September 24, 2025, at 5:30 PM.

**EXECUTIVE SESSION  
SUMMARY**

The board met in Executive Session on July 23, 2025, and reviewed the following:

1. Member Architectural Rules
2. Member Service Animal Matters
3. Member Clubhouse Access Matters
4. Legal Matters

**ADJOURNMENT**

The meeting moved to the Executive Session at 6:25PM. Back into open session at 6:50 PM.

**MINUTES APPROVED BY**

\_\_\_\_\_  
Board Member

\_\_\_\_\_  
Date