

# BERNARDO SANTA FE HOMEOWNERS' ASSOCIATION

C/o Association Management Group  
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## BOARD OF DIRECTORS MEETING • GENERAL SESSION TUESDAY • NOVEMBER 22, 2011 • 2:45 P.M.

AT THE ESCONDIDO CITY LIBRARY  
239 S. KALMIA STREET, ESCONDIDO

### MINUTES

APPROVED

- NOTICE OF MEETING:** Notice of meeting and an agenda for the General Session meeting of the Board of Directors for the Bernardo Santa Fe Homeowners' Association was posted on the community association bulletin board at least four days prior to the meeting held on Tuesday, November 22, 2011 at 2:45 p.m., at the Escondido City Library, 239 S. Kalmia Street in Escondido, California.
- ATTENDEES:** Dan Conner, Ed Lehman, Jerry Buck, Jerry Potts and Bill Key were in attendance.
- Sandy Stites of Association Management Group represented Management.
- There was one (1) homeowner in attendance.
- CALL TO ORDER:** Dan Conner officially called the meeting to order at 2:50 p.m.
- EXECUTIVE SESSION MEETING REPORT:** The Board met in Executive Session prior the General Session meeting and approved the July Executive Session meeting minutes, review the delinquent assessments and authorize the Association's attorney to locate employment for one of the delinquent homeowners. In addition, the Board reviewed hearings to show cause for unresolved violations and levied fines for two homes.
- SPECIAL PRESENTATION:** **Amanda Clanton, Jose Cazares and Andrew Cason from Benchmark Landscape** attended the meeting to talk to the Board about drought tolerant landscape and helping the Board develop/revise the landscape guidelines. A sample guidelines was presented to the Board at the meeting. The Board discussed what they expect from the landscape guidelines. Benchmark and the Board agreed drought tolerant landscape does not have to look like desert landscape. They can look lush and colorful at the same time. The Board was in agreement for Benchmark to prepare a proposal to help Bernardo Santa Fe develop landscape guidelines. The proposal is to be presented for Board review at the January meeting. The Board and management thanked Benchmark for attending the meeting.

HOMEOWNER  
DISCUSSION:

There was one (1) homeowner in attendance who had the opportunity to ask questions and offer comments. The comments included, but were not limited to, the following:

**Paola Potts from 3248 Via Ribera** attended the Board meeting to talk to the Board about chemicals used by the landscapers and the pest control company. She gave a presentation regarding the risks of using chemicals and poison as pesticides, chemical fertilizers and rodent poison. She asked the Board to allow for a sub-committee to be formed to research the alternatives to chemicals and poisons. Paola Potts suggested an educational flyer to be included in the newsletter and for the landscape company to provide information 3 months in advance before they spray any chemicals or poison.

The Board was open to the idea of looking into this further for future consideration. Management suggested obtaining a list of the chemicals/poisons used in the common area and the sub-committee could help the Board research further to come up with alternative suggestions. The Board agreed and asked for the newsletter insert to be emailed to management once Paola is done with it.

COMMITTEE REPORTS: There were no committee reports given.

PROPERTY MANAGEMENT  
REPORT:

Community Manager, Sandy Stites, previously provided the Board of Directors with a comprehensive written property management report for their review and consideration. There was general discussion on many of the items recorded, during which the following actions were taken during the meeting:

**Approval of Minutes:** Upon a motion duly made by Jerry Potts and seconded by Dan Conner, the Board of Directors voted four to one with Ed Lehman abstaining, to approve the July 26, 2011 General Session Meeting minutes, as submitted and deems the September 27, 2011 annual meeting minutes as accurately recorded.

**Approval of Financial Statements:** Upon a motion duly made by Ed Lehman and seconded by Dan Conner, the Board of Directors voted unanimously to approve the September and October 2011 financial statements, including the review of bank statement, journal entries and account reconciliations, as submitted, pending CPA review.

**Reserve Study:** Upon a motion duly made by Ed Lehman and seconded by Jerry Potts, the Board of Directors voted unanimously to approve the 2012 reserve study report, prepared by Mike Graves from SCT Reserve Consultants.

**Year End Financial and Taxes:** Upon a motion duly made by Ed Lehman and seconded by Jerry Potts, the Board of Directors voted unanimously to authorize Charles Frisbey, CPA to prepare the year end financial report and prepare income tax returns for fiscal 2011 at a cost of \$800.

**MINUTES**

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**Slope Planting Budget:** Upon a motion duly made by Jerry Potts and seconded by Ed Lehman, the Board voted unanimously to authorize a \$4,000 budget be set to replant 200 shrubs on the slopes.


DATE OF THE  
NEXT MEETING:

The next meeting of the Board of Directors will be held on January 24, 2012 at 2:45 pm at the Escondido Library.

ADJOURNMENT:

There being no further business to come before this Board of Directors, the meeting was officially adjourned at 4:20 p.m.

ATTEST:

  
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SIGNATURE:

1-24-2012  
DATE: