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# BERNARDO SANTA FE

## HOMEOWNERS' ASSOCIATION

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C/o Association Management Group  
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### **BOARD OF DIRECTORS MEETING • GENERAL SESSION**

#### **THURSDAY • MAY 31, 2018 • 5:00 P.M.**

AT OAKMONT OF ESCONDIDO HILLS  
3012 BEAR PARKWAY SOUTH, ESCONDIDO

#### **MINUTES**

**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 Thursday, May 31, 2018 at 5:00 p.m., at Oakmont of Escondido Hills, 3012 Bear Parkway South, Escondido.

**ATTENDEES:** Dan Conner, Jerry Potts, George Khoury and Sandy Eischen were in attendance. Ed Perry was unable to attend.

Cleo Tujague of Association Management Group represented Management.

There were no homeowners in attendance.

**CALL TO ORDER:** Dan Conner officially called the meeting to order at 4:45 p.m.

**EXECUTIVE SESSION MEETING REPORT:** Cleo Tujague gave the Executive Session meeting report, indicating the Board met in Executive Session prior to the General Session and took the following actions: approved minutes of the March 22, 2018 Executive Session meeting, reviewed delinquent assessments, and reviewed the log of outstanding rules violations.

**HOMEOWNER FORUM:** There were no homeowners in attendance who had an opportunity to speak with the Board.

**MANAGEMENT REPORT:** Community Manager, Cleo Tujague, previously provided the Board of Directors with a comprehensive written property management report for their review and comment. There was general discussion on many of the items recorded, during which the following actions were taken.

**Approval of Minutes:** Upon a motion duly made by Jerry Potts and seconded by Sandy Eischen, the Board of Directors voted unanimously to approve the March 22, 2018, General Session meeting minutes as submitted.

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**Approval of Financial Statement:** Upon a motion duly made by Jerry Potts and seconded by Sandy Eischen, the Board of Directors voted unanimously to approve the March and April 2018 financial statements, including the review of bank statement and account reconciliations and journal entries, as submitted, pending CPA review.

**Budget:** The Board discussed the negative equity at the fiscal year end for 2017 and the need for a dues increase for fiscal year 2019. Dan Conner requested that discussion of the budget and anticipated increase be on agenda for every meeting agenda this fiscal year. Additionally, the Board requested the first draft of the budget be considered at the July Board meeting.

**Meetings Schedule:** The schedule of Board meetings for the remainder of 2018 is as follows:

July 26, 2018

September 27, 2018 (Annual Mtg. and Election of Directors)

November 29, 2018

**Homeowner Requests:** The Board reviewed a request submitted by Tim Winn to discuss time limits for PODs being stored on homeowner driveways. The Board discussed that 45 days would be a fair restriction but that they would like to create a policy regarding requesting a variance. The Board asked that a draft policy be brought to the next meeting. The Board additionally discussed a homeowner request for a garage sale and commented that they would like to draft a policy for those as well, to be discussed at the next meeting.

**Insurance Renewal:** Upon a motion duly made by Jerry Potts and seconded by George Khoury, the Board of Directors voted unanimously to memorialize approval of the routine insurance renewal at a total cost of \$3499, to be paid in one lump sum and reconciled over the course of the year.

**Landscape Extras:** Upon a motion duly made by Sandy Eischen and seconded by George Khoury, the Board of Directors voted unanimously to approve the proposal for planting of shrubs and ground cover where trees were removed on the path between 3325 and 3335 Camino Marzagan at a cost of \$415.

**Tree Trimming:** The Board requested that a competing bid for tree trimming be obtained due to dissatisfaction with some of the results from the tree trimming in the winter.

**Homeowner Landscaping Request:** The Board discussed the homeowner of 289 Camino Del Postigo (Tanner) who noted that a tree she paid to be planted behind her home had died. The Board asked that she provide proof of payment as this would both clarify the timing and verify that it was paid by the homeowner.

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**Gate Repair:** The Board discussed that the gate code had not been changed in a while and asked that it be changed (new number not included in these minutes as they will be posted on the unsecured website). The Board clarified that the proactive repair bid they wanted to see was for a new motor box/assembly with an extended warranty.

Upon a motion duly made by Jerry Potts and seconded by George Khoury, the Board of Directors voted unanimously to switch their routine bimonthly service to House of Automation at the end of their current agreement with Controlled Entrances, whose last service will be in June.

DATE OF THE NEXT  
MEETING:

The next meeting of the Board of Directors is scheduled for July 26, 2018 at 5:00 p.m. at Oakmont of Escondido Hills, 3012 Bear Parkway South, Escondido.

ADJOURNMENT:

There being no further business to come before this Board of Directors, the General Session Meeting for the Bernardo Santa Fe Homeowners Association was officially adjourned at 6:00 p.m.

ATTEST:

  
SIGNATURE:

7/26/18  
DATE: