



**BOARD OF DIRECTORS  
SAN DIEGO COUNTRY ESTATES ASSOCIATION  
OPEN SESSION  
OCTOBER 22, 2024**

Directors Present:

Jeff Wells, President  
Vanessa Jerrell, Vice President  
Jacqueline Sedler, Treasurer  
Kathleen Kankelberg, Secretary  
John Rajcic, Director

Staff Present:

Darren Shaw, General Manager  
Nim Miranda, Executive Assistant  
Juli Elliott, Director of Financial Operations  
Joshua Jones, Assistant General Manager

The meeting was called to order at 7 p.m. by Jeff Wells.

**1. PRESIDENT'S REPORT**

Jeff Wells reported on the executive session before the open meeting. Discussion items were 1) approval of September 24 and October 11, 2024 executive session minutes, 2) member appeal, 3) personnel matters (3), and 4) approval of lien foreclosure for non-payment of assessments.

**2. OPEN FORUM**

Owners commented on the following:

- Reeds on Fairway 11
- Patrol at the golf course lakes
- The status of the General Manager position
- Fire fuel maintenance
- E-bikes on the trails
- Equine health and safety concerns at the facilities
- Types of horse owners and their priorities
- Better lighting on the pickleball courts
- User fee schedule
- Reserves

**3. APPROVAL OF SEPTEMBER 24, 2024 BOARD MEETING MINUTES, SEPTEMBER 23-27, 2024 AND OCTOBER 1, 2024 BUDGET MEETING MINUTES**

A motion was made by Vanessa Jerrell and seconded by Kathleen Kankelberg to approve the September 24, 2024 board meeting minutes, September 23-27, 2024, and October 1, 2024 budget meeting minutes. Ayes: 5. The motion carried.

#### **4. RESERVE/CAPITAL/OPERATIONS PURCHASES**

A motion was made by John Rajcic and seconded by Kathleen Kankelberg to approve the proposal of Accurate Engineering at a cost of \$54,500 for the Rutherford erosion repair project. Ayes: 5. The motion carried.

A motion was made by John Rajcic and seconded by Kathleen Kankelberg to approve the proposal of Eagle Plumbing at a cost of \$51,000 for the Lake 18 Well pump repair project. Ayes: 5. The motion carried.

#### **5. GENERAL MANAGER'S REPORT**

Darren Shaw provided a monthly activity report.

#### **6. REPORT ON SEPTEMBER 2024 FINANCIALS**

Treasurer Jacqueline Sedler provided a summary of the September 2024 financials.

#### **7. CONSENT CALENDAR**

A motion was made by John Rajcic and seconded by Vanessa Jerrell to approve the consent calendar as presented. Ayes: 5. The motion carried. The following items were approved:

- A. Preliminary financials for September 2024
- B. Ratification by the sub-committee of all check registers, general ledger, delinquent receivables report, current reconciliations of all bank accounts, bank statements prepared by financial institutions, and income and expense statements for the operating and reserve accounts for September 2024
- C. Transferring of funds to the SDCEA Enterprise Bank Operating account from the ATM account for October 2024
- D. Transferring of funds to the Enterprise Bank Reserve account from the SDCEA Operating account for November 2024
- E. Transferring of funds to the Enterprise Bank Flood Mitigation Account from the SDCEA Operating account for October 2024 – Rutherford Project
- F. Transferring of funds to the Enterprise Bank Capital Account from the SDCEA Operating account for October 2024 – Pocket Park at Gunn Stage
- G. Transferring of funds to the Enterprise Bank ADA Account from the SDCEA Capital account for October 2024 – ADA Lift
- H. Transferring of funds to the Enterprise Bank Capital account from the SDCEA Operating account for October 2024 – Corral Storage Sheds at IEC
- I. Investment Recommendations for 4<sup>th</sup> Quarter 2024

#### **8. PROPOSED REVISIONS TO ASSOCIATION POLICY 404.19 - SWEEPS (FORMAL CONSIDERATION)**

A motion was made by Kathleen Kankelberg and seconded by Vanessa Jerrell to formally approve the proposed revisions to Association policy 404.19. Ayes: 5. The motion carried.

#### **9. PROPOSED REVISIONS TO ASSOCIATION POLICY 202 – RECORD RETENTION (FORMAL CONSIDERATION)**

A motion was made by Kathleen Kankelberg and seconded by John Rajcic to formally approve the proposed revisions to Association policy 202. Ayes: 5. The motion carried.

#### **10. PROPOSED REVISIONS TO POLICY 101 – NOTICE REQUIREMENT (FORMAL CONSIDERATION)**

A motion was made by Vanessa Jerrell and seconded by Kathleen Kankelberg to formally approve the proposed revisions to Association Policy 101. Ayes: 5. The motion carried.

**11. PROPOSED REVISIONS TO PROVISION 1.16 OF THE COMMUNITY HANDBOOK – MOTORIZED VEHICLES ON THE TRAILS AND EASEMENTS (CONDITIONAL APPROVAL)**

A motion was made by John Rajcic and seconded by Jacqueline Sedler to conditionally approve proposed revisions to provision 1.16 of the Community Handbook and post it for a 28-day member comment period. Ayes: 5. The motion carried.

**12. 2025 OPERATING BUDGET, RESERVES & CAPITAL PLANS, ASSESSMENT ADJUSTMENT AND USER FEE SCHEDULE (FORMAL CONSIDERATION)**

A motion was made by Vanessa Jerrell and seconded by Kathleen Kankelberg to revise the SDCEA member rate trainer fee to \$40 and formally approve the proposed operating budget, reserve plan, capital budget, and user fee schedule and set the monthly assessment for 2025 at \$175. Ayes: 4. Nays: Jacqueline Sedler. The motion carried.

**13. APPOINT NOMINATING COMMITTEE (FORMAL CONSIDERATION)**

A motion was made by Kathleen Kankelberg and seconded by Jacqueline Sedler to appoint Alphonse Virgilio, Cheryl Schlauch, Patricia Boetcher, and Wesley Brustad to the 2025 Nominating Committee. Ayes: 4. Nays: Vanessa Jerrell. The motion carried.

**14. APPOINT CHAIRPERSON TO ENVIRONMENTAL CONTROL COMMITTEE (FORMAL CONSIDERATION)**

A motion was made by Kathleen Kankelberg and seconded by Vanessa Jerrell to appoint Laura Miller as a chairperson of the Environmental Control Committee per policy provision 201.5. Ayes: 4. Nays: Vanessa Jerrell. The motion carried.

**15. GOLF COURSE WATER STORAGE COMMITTEE CHARTER (CONDITIONAL APPROVAL)**

A motion was made by Kathleen Kankelberg and seconded by Vanessa Jerrell to conditionally approve the proposed charter and post it for a 28-day member comment period. Ayes: 5. The motion carried.

**16. FINANCING INSURANCE PREMIUMS/BORROWING FROM RESERVES (FORMAL CONSIDERATION)**

A motion was made by John Rajcic and seconded by Kathleen Kankelberg to approve the insurance premium payment of \$150,403 from the operating fund, borrow \$770,000 from the reserve fund, and pay back the reserve fund from the operating fund over 10 months at 77,000 a month. Ayes: 5. The motion carried.

**17. APPROVAL OF LIENS FOR NON-PAYMENT OF ASSESSMENTS (FORMAL CONSIDERATION)**

A motion was made by Kathleen Kankelberg and seconded by Vanessa Jerrell to approve the resolution authorizing the filing of six liens for non-payment of Association assessments. Ayes: 5. The motion carried.

**18. RATIFY APPROVAL OF LIEN FORECLOSURE FOR NON-PAYMENT OF ASSESSMENTS (FORMAL CONSIDERATION)**

A motion was made by Vanessa Jerrell and seconded by Kathleen Kankelberg to ratify an earlier board decision made in the executive session to foreclose a lien on the property with APN 288-320-08-27. Ayes: 5. The motion carried.

The meeting was adjourned at 9:35 p.m.

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Kathleen Kankelberg, Secretary