



**OPEN SESSION OF THE BOARD OF DIRECTORS
MEETING MINUTES
February 28, 2022**

Upon due notice to the membership, the Open Session was held Monday, February 28, 2022, immediately following the Executive Meeting at 6:00 PM, via Zoom.

CALL TO ORDER

There being a quorum present, ***upon a motion duly made, seconded, and carried the Board called the meeting to order at 6:02 P.M.*** The Chair of the Meeting introduced the Board and members present.

Board Members Present:

Joanne Fisher	President
Dmitry Pasternak	Vice President
Amanda Oberg	Treasurer
Matthew Hallisy	Director at Large
Ben Adelstein	Secretary

Board Member Absent: None

Management de Novo, Inc: Elizabeth J. Buenrostro Community Manager

Others: Numerous Homeowners were in attendance

HOMEOWNER OPEN FORUM

Owners asked about the pest control and if owners can be noticed when spraying is done. It was noted by management that the pest control was at the site and treated for ants. This is non-toxic to pets and/or kids and if it were signs would be posted.

Questions were had on the landscape and irrigation. There were requests for mulch and improvements in certain areas. It was noted there are long outstanding maintenance items, and that the maintenance company is behind. It was noted that they are working very slowly on the mailbox installation and can we encourage them to get a move on it. It was noted that the balcony facia is overdue for repair and painting. Questions were had about architectural modifications.

Owners expressed appreciation to the Board for their tireless efforts on behalf of the community.

APPROVE PRIOR MEETING MINUTES

The Board reviewed the Open Session Minutes from January 24, 2022. ***Upon a motion made, seconded, and unanimously carried to approve the Regular Session Minutes of the meeting from January 24, 2022, as presented.***

EXECUTIVE MEETING DISCLOSURE

The Board discussed legal matters, collections and enforcement matters during the Executive Meeting that was held immediately before this Open Meeting.

FINANCIAL REPORTS

Financial Statements Update: Financial reports will be presented quarterly as agreed upon. Management will continue to reconcile the books monthly but won't print, send, or present the reports until the end of the quarter. It was noted that there is \$828,000 in the reserve's accounts at this time.

October/November/December 2021 Financial Statements: On a quarterly basis, Management prepares a packet with the financial activity. The following summary of the December 2021 financial statement is provided to highlight key data.

Operating Cash:	\$ 22,489.15
Reserve Cash:	\$ 806,863.52
Accounts Receivable:	\$ 8,120.56
Prepaid Assessments:	\$ 11,029.80
Net Income:	\$ 1,001.44
YTD Income:	\$ 324,999.90
YTD Expenses:	\$ 315,790.51
YTD Surplus:	\$ 9,209.39

Upon a motion made, seconded and unanimously carried to approve the financial statements for the October, November and December of 2021 subject to annual CPA review.

Annual 2023 Budget: The Board reviewed and discussed the 2023 budget. Further study is needed.

Reserve Study Proposal: The Board reviewed the annual reserve study proposal.

A motion was made, seconded, and carried to approve the annual reserve study proposal submitted by "A Reserve Study Company" Level 3 in the amount of \$399.00 as presented.

Report on Water and Utility Usage

Management provided the most up to date report on the water and utility usage within the community. ***No action needed at this time.***

Collections

A full report was reviewed in the Executive meeting and no further action is needed at this time.

ARCHITECTURAL

Architectural Matters: *Upon a motion made, seconded, and carried the Board of Directors approve the architectural application for 9812 Caminito Doha with significant contingencies.*

MAINTENANCE AND ACTION ITEMS

A. Pool Report:

Pool Resurfacing Proposals and Plan: *Upon a motion made and carried, the Board approved the proposal submitted by Blue Moon Pools in the amount of \$24,150.00 with waterline tile option in the amount of \$5,130.00 (not to exceed \$30,000.00) with the work to be done as soon as possible however, not the summer months. This item to be paid from the reserves.*

Rancho Bernardo Pools provided Management with the following 2022 items/repairs that the Board needs to keep in consideration:

Spa Motor Pump: *Upon a motion made and carried, the Board approved the proposal submitted by Rancho Bernardo Pools in the amount of \$800.00 to replace the Spa Circulation Pelta-Air Inteliflow Motor Pump to be paid out of reserves.*

The Pool Filter: The previously approved pool filter replacement has been completed.

Chemicals: The price of chemicals has gone up considerably by 22% and there is no end in sight. Tom suggests that the Board consider turning the system to saltwater chlorination. This new chlorinator system would cost about \$1,500.00. While this is a steep price, it would considerably cut the costs of chemicals and pay off well in a short amount of time. ***Tom Kokjohn will be asked to attend the next meeting for further discussion.***

Pool Step Slip Grips: : Innovative Solutions will install the No-slip Grips on Tuesday March 1st. The work will start first thing in the morning and the stairs will need to be roped off for 24 hours for them to have time to cure till about 12PM on March 2nd. If residents still wish to use the pool/hot tub they can still enter at the lower entrance that has no stairs.

Rain Gutter Repairs: The Board reviewed the proposal submitted by Seamless Rain Gutters for a total of \$3,301.00. This includes the following work:

- 9713-9719 Caminito Doha: Cleanout 263' of gutter.
- 9754-9760 Caminito Doha: Cleanout 212' of gutter.
- 9757 Caminito Doha: Replace 18' of gutter and 12'3 of downspout.
- 10252-10264 Caminito Agadir: Cleanout 169' of gutter.
- 10302-10308 Caminito Agadir: Cleanout 235' of gutter.

Upon a motion made, seconded, and carried the Board approved the proposal from Seamless Rain Gutters for a total of \$3,301.00 to be paid out of operating funds.

Mailbox Installation Progress Report: The McKowski’s team has completed replacements at 9701 through 9739 Caminito Doha.

Landscape Update and Report: The Board reviewed the updated report from Jessie Whitmayer of Heritage Landscaping regarding projects completed since last meeting.

Inspection Reports: The Boards reviewed February inspection report. ***No action needed at this time.***

Other Business/ Correspondence: The Board reviewed correspondence received by Management since the last meeting.

I. Future Meeting Date:

- March 30th, 2022
- April 25th, 2022
- May 23rd, 2022 (Moved up a week due to Memorial Day)
- June 27th, 2022
- July 25th, 2022
- August 29th, 2022
- September 26th, 2022
- October 24th, 2022
- November 28th, 2022
- December 19th, 2022 (tbd)

II. Future Agenda Items:

- Tree Trimming – Tom Launder will be on site the week of February 28th to conduct an inspection.
- Termite Inspection – Management will have information from Hume on if/how to conduct follow up inspections following last year’s treatments.

Next Meeting Date and Adjournment

The next Open Board Meeting of the Timberlane II Property Owners Association will ***usually be held on the last Monday of the month, however, there has been a necessary change for March.*** The March meeting is scheduled for March 30st, 2022 at 6:00 P.M. via Zoom.

Upon a motion duly made, seconded, and unanimously carried the meeting was adjourned at 7:55 P.M.

Dated: 03/30/2022


Recording Secretary