

**OPEN SESSION OF THE BOARD OF DIRECTORS
MEETING MINUTES
September 27, 2021**

Upon due notice to the membership, the Open Session was held Monday, September 27, 2021 immediately following the Executive Meeting at 6:00 PM, located in the Club House at the site, and 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 6:03 P.M.*

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|------------------------|------------------|-------------------|
| Board Members Present: | Joanne Fisher | President |
| | Dmitry Pasternak | Vice President |
| | Amanda Oberg | Treasurer |
| | Matthew Hallisy | Director at Large |
| | Ben Adelstein | Secretary |

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

Others: Steve Morley was in attendance

CALLED TO ORDER & INTRODUCTIONS

The Chair of the Meeting called the meeting to order and introduced the crowd.

HOMEOWNER OPEN FORUM

Mr. Morley was on attendance and had questions regarding the solar approval process and offered to assist in creating standards. The Board noted that there are solar standards and that the Board will ensure they are published to the members. The standards include owners signing an indemnification agreement and to pay a fee of \$250 to cover the cost of the agreement. Additionally, owners must use a licensed, insured and bonded installer, must be properly permitted, circuit panels must be updated, solar wire is inside, conduit to match the stucco, no external inverters, panels must be on the roofline, panels to be flat and black, owners will be financially responsible to remove panels if and when roof work is needed and/or replaced at owners' expense. These standards to be published to the membership.

He also noted that the pool signs are inconsistent with the Rules We Live By, management will check with the pool man on the new signs.

Mr. Morley had additional questions on the financial statements. It was noted and the Board will take his comments into consideration. It was also noted that the Board may delay the approval of financials to once per quarter or bimonthly to ensure changes are not needed due to the short 30 days prep cycle.

APPROVE PRIOR MEETING MINUTES

The Board reviewed the Open Session Minutes from August 30, 2021. ***Upon a motion made, seconded and unanimously carried to approve the Regular Session Minutes of the meeting from August 30, 2021, as presented.***

TOWER GARDEN UPDATE

A report was given on the Towers and the recent harvest. They presented management with money that was collected for the harvest to be deposited in the bank.

This project has been a great success and lots of fun for community members. The towers are paid for and add great value to the owners that have opted to eat the food that is produced.

EXECUTIVE MEETING DISCLOSURE

The Board discussed legal matters, collections, enforcement Issues in the Executive Meeting.

FINANCIAL REPORTS

June/July/August 2021 Financial Statements: On a monthly basis, Management prepares a packet with the financial activity. The following summary of the August 2021 financial statement is provided to highlight key data.

| | |
|------------------------|---------------|
| Operating Cash: | \$ 23,394.95 |
| Reserve Cash: | \$ 791,301.05 |
| Accounts Receivable: | \$ 7,796.19 |
| Prepaid Assessments: | \$ 9,473.30 |
| Net Income/(Loss): | \$ 4,721.36 |
| YTD Income: | \$ 107,986.19 |
| YTD Expenses: | \$ 105,813.69 |
| YTD Surplus/(Deficit): | \$ 2,172.50 |

A motion was duly made, seconded and carried to approve the June/July/August financial statements and put them on file for the CPA review.

Report on Water and Utility Usage

Enclosed for the Boards information was the most up to date report on the water and utility usage withing 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

There were no Architectural Matters currently. ***No action needed at this time.***

MAINTENANCE AND ACTION ITEMS

Solar Guidelines, Indemnification Agreement: Enclosed for the Boards review and discussion were new Solar Installation Guidelines and Indemnification Agreement drawn up by Legal Counsel. Due to past confusion regarding solar installations and the approval process Management recommended that these guidelines and indemnification agreement be approved.

A motion was duly made, seconded, and carried to approve the new solar guidelines and indemnification agreement drawn up by Legal Counsel. The guidelines are as follows and will be published to the membership for a 30-day review:

The standards include owners signing an indemnification agreement and to pay a fee of \$250 to cover the cost of the agreement. Additionally, owners must use a licensed, insured and bonded installer, solar system must be properly permitted and approved to operate by SDGE, all wiring must either be inside the home or in a conduit to match the stucco. Conduits and wiring diagrams must be approved by the architectural design committee prior to installation. no external inverters. Panels must be on the roofline of the specific unit without encroaching onto any other unit. Panels must be installed flat on the roof and can't be raised or in a lifted position. Panels to be black only. All roof vents and skylights must be left accessible for any repairs. Owners will be financially responsible to remove panels if and when roof work is needed and/or replaced at owners' expense. Any damage to the roof, rain gutters during installation, repairs, maintenance or removal will be homeowner's responsibility.

Mailbox Security Plan Budget: This will remain on the agenda until the project has started. The Board needed to approve the proposed timeline and estimated costs from McKowski's.

A motion was duly made, seconded, and unanimously carried to approve the installation of new secure mailboxes and posts from Home Depot for all owners by Mckowski's Maintenance. This project will be completed before June 2022, as the contractor has time and workers available. The Board will purchase the materials as needed to save money in material costs.

The projected cost for the improved secure mailboxes and post replacements is \$11,200 for labor plus the costs for materials and this will be paid from the reserves.

Pool Resurfacing: Enclosed was a proposal from PS2000 for resurfacing the pool and spa for a total of \$45,622. Management has reached out to Island Construction to obtain an additional bid. The hope was to hand carry this to the meeting.

No action needed at this time; Management is working on further proposals.

Speed Humps, Review, Plan and Approval: Management requested that the Board inform us if there is an additional need for more.

A motion was made by Dmitry Pasternak to install 6 additional speed humps, after much discussion, he revised his motion to install 3 additional humps, this motion was seconded and unanimously carried. To be purchased by Management and installed by McKowski's and paid for from the street reserves.

Inspection Reports: The Board reviewed the September property inspection report. ***No action needed at this time.***

Landscape Update: Enclosed for the Boards review was a brief report from Jessie Whitmayer with Heritage Landscaping on the status of items around the community. He did mention in this report items of concern that need correction. ***No extras were approved at this time.***

Free Trees from SDGI and Schedule of Approved Tree Plantings: Management has submitted the request to SDGE to obtain free trees as part of their partnership with Davey Tree Services. The trees that were approved at the August 2021 meeting are scheduled to be planted sometime in early November when the climate and temperatures are kinder to new plants.

Other Business/ Correspondence: Enclosed for the Boards information was correspondence that Management had received throughout the month.


- i. Future Agenda Items:
 - i. CC&R Amendment
 - ii. Pool Guest Rule Review/Approval
 - iii. Election Planning, January 30, 2022

Next Meeting Date and Adjournment

The next meeting of the Timberlane II Property Owners Association Board meeting will be held on the last Monday of the month, October 25th, 2021, at the Club House and it will also be held electronically via Zoom video conference.

Upon a motion duly made, seconded, and unanimously carried the meeting was adjourned at 7:18 P.M.

Dated: 10/25/21



Recording Secretary
for the Board.