COSTA BRAVA AT RANCHO NIGUEL ASSOCIATION BOARD OF DIRECTORS SPECIAL MEETING MINUTES October 1, 2020

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on October 1, 2020 via Zoom Teleconference.

ATTENDANCE

Directors Present

David Guerra President
Daniel Hawkins Vice President
Don Passehl Secretary
Scott Baird Treasurer

Cathie Brown Director at Large

Directors Absent

None

Others Present

Lauren Swiderski Managing Agent, Total Property Management, Inc.

CALL TO ORDER

A quorum was present and President, David Guerra, called the General Session Meeting to order at 9:00 am.

REVIEW OF DRAFT BUDGET

The Board of Directors reviewed the draft Budget. <u>Management was directed to obtain additional proposals for any monthly contracts that are increasing their contract rate, including custodial, landscape and maintenance contracts. Management was directed to verify if Total Property Management would allow their currently monthly rate to remain the same, as a result of Covid.</u>

It was the general consent of the Board of Directors to increase the annual parking permits fees from \$240.00 to \$300.00 starting January 2021.

It was the general consent of the Board of Directors to not fund for mulching the community for 2021, but to note that it should be budgeted for in 2022.

It was the general consent of the Board of Directors to approve an increase of the monthly assessment from \$350.00 to \$375.00

24505 El Sorrento – Reimbursement Request

The Board of Directors discussed the reimbursement request submitted by 24505 El Sorrento. The drain line that was cracked was not a common line and therefore, it was the general consent of the Board of Directors to deny the reimbursement request, as the repairs are a neighbor to neighbor issue to resolve.

NEXT MEETING

The next scheduled Board of Directors meeting will be held on Monday, October 19, 2020 at 6:30 p.m. via Zoom Teleconference.

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ADJOURN There being no further business to come before the Board at this time, A MOTION WAS DULY MADE, SECONDED, AND UNANIMOUSLY CARRIED to adjourn the general session at 11:00

ATTEST:	
Signature	Date
Signature	Date