

**PEPPER TOWNEHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING HELD NOVEMBER 2, 2022**

Community Manager Rachael Robenolt called the meeting at 6:03 p.m. Board members present via Zoom were Robert Reed, Jim McCorkle, Ashley Borja, Rhonda Bellavia, Anthony Evans & Richard Wallace. Manager Rachael Robenolt was also present from 360 Community Management. Several homeowners were also present.

OPEN FORUM: The owners present asked about solar installations/inspections, and landscaping issues.

APPROVAL OF MINUTES: The Board reviewed the Open & Executive Session minutes from the September 2022 meeting. After discussion, Jim moved to approve the minutes as presented. Ashley seconded, vote was ayes, motion carried.

GOVERNING DOCUMENT NEXT STEPS: The Board reviewed the draft revisions for the 2nd attempt at voting. After discussion, Management was requested to draft the entire package, including cover letter, summary of changes, and draft enforcement rules, for Board review.

FINANCIALS: The Board reviewed the financials for August - September 2022. After discussion, Jim moved to approve the financials reports as submitted, subject to the CPA's year-end review, and in accordance with the California Civil Code. Ashley seconded, vote was ayes, motion carried.

APPROVAL OF LIENS: The Board reviewed a notice of intent to lien for parcel #'s 386-300-36-04, 386-300-36-12, 386-300-36-24, 386-300-36-26, 386-300-37-05, 386-300-38-02, 386-300-38-06, 386-300-38-27, 386-300-38-36, 386-300-38-52 & 386-300-38-62. A motion was made and seconded to approve the lien(s). Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien(s) be recorded on the properties in the event that payment in full is not received by the deadline(s) imposed in the Intent to Lien letter(s). The deadline for the above noted parcels will be 12/15/22.

Jim moved to approve a 3 year non-callable CD at MS, for \$150,000.00. Rhonda seconded, vote was five ayes, one nay (Richard), motion carried.

FINANCIAL REVIEW: The Board reviewed the proposal for the 2022 financial review & taxes. After discussion, Jim moved to approve the proposal from Sonnenberg. Robert seconded, vote was all ayes, motion carried.

BUCK A DOOR: The Board reviewed the information for the CLAC legal fund. After discussion, Jim moved to approve a donation of \$156.00. Ashley seconded, vote was all ayes, motion carried

LAUREL HEIGHTS PIPE WORK: Management noted that the pipe work has not yet been completed, with the exception of the final asphalt replacement.

It was noted that they will need to replace the tree and landscape on the hillside. Management will obtain bids for the work, once the project is nearing completion.

BALCONY INSPECTIONS: The Board reviewed the quotes for minor balcony repairs/recoating. Management noted that they are still waiting on a proposal from ACP. The issue will be tabled until the January meeting. Management was requested to determine why Deck Koting Unlimited did not bid a tear off for the two units.

BALCONY RULES: The Board reviewed the draft rule revision for balconies. After discussion, Jim moved to approve the draft rules for distribution to the membership for 28-day review. Robert seconded, vote was five ayes (Ashley nay), motion carried.

PARKING: The Board discussed the existing guest parking policy of allowing twelve (12) nights per month. After discussion, Anthony moved to approve increasing the allowed number of guest parking nights to fifteen (15). Jim seconded the motion, two nays (Ashley & Richard) motion carried.

TREE INSTALLATION: The Board reviewed the proposal (with size options) for tree installation at the ivy slope between levels 2/3, just east of the steps. After discussion, Ashley moved to approve the installation of two 15 gallon pepper trees, with the location to be determined at the walkthrough. Robert seconded, vote was all ayes, motion carried.

ARCHITECTURAL APPLICATIONS: There were no architectural applications at the time of the meeting.

A motion was made, seconded, and carried to adjourn the meeting at 6:55 p.m.

The next meeting will be held on January 11, 2023.

EXECUTIVE SESSION SUMMARY:

The Board addressed disciplinary actions, contract issues, and delinquency issues.

Attested: _____ Date: _____