

**PEPPER TOWNEHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING HELD SEPTEMBER 7, 2022**

Community Manager Rachael Robenolt called the meeting at 6:01 p.m. Board members present via Zoom were Robert Reed, Jim McCorkle, Ashley Borja, Tina Wick, Rhonda Bellavia & Anthony Evans. Manager Rachael Robenolt was also present from 360 Community Management. Seventeen owners were also present.

OPEN FORUM: The owners present asked about payment options, fees on accounts, insurance, & landscaping.

ELECTION BY ACCLIMATION: Per California Civil Code, if, at the close of the time period for making nominations, there are the same number or fewer qualified candidates as there are Board positions to be filled, the Board of Directors may, after voting to do so, seat the qualified candidates by acclamation. For the 2022 election, there were three (3) open seats and three (3) qualified candidates. As there were no more candidates than open positions, Jim moved to elect the slate of candidates by acclamation. Robert seconded, vote was all ayes, motion carried. Ashley Borja, Anthony Evans & Richard Wallace were each elected to the Board of Directors for two (2) year terms.

APPOINTMENT OF OFFICERS: The Board discussed officer positions. After discussion, upon a motion made, seconded, and carried, the following directors were appointed to the following officer positions:

Ashley Borja – President	Anthony Evans - Secretary
Jim McCorkle - Treasurer	Richard Wallace - Director at Large
Robert Reed – Vice President	Rhonda Bellavia -Director at Large
Tina Wick -Director at Large	

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

VOTING OUTCOME/GOVERNING DOCUMENT NEXT STEPS: It was reported that the governing document amendment had not passed, and as such, the Association will have no other choice but to keep the \$147K policy. As such, the dues will be increased substantially in 2023 to fund this policy. Ashley moved to approve 2nd attempt at docs, pending final approval. Robert seconded, vote was all ayes, motion carried.

FINANCIALS: The Board reviewed the financials for June - July 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. Robert seconded, vote was six ayes (Richard abstained), motion carried.

APPROVAL OF LIENS: The Board reviewed a notice of intent to lien for parcel #'s 386-300-37-05 & 386-300-36-26. 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).

Jim moved to approve the purchase of a 5 year, non callable CD, once the 10/17/22 CD matures, so long as the interest rate is at least 3.85%. Ashley seconded, vote was all ayes, motion carried.

Jim moved to roll the Synchrony CD, maturing 9/18/22, into a 3 year, non callable CD. Ashley seconded, vote was all ayes, motion carried.

Jim to purchase a new \$150,000, 3 year, non callable CD, through Morgan Stanley. Ashley seconded, vote was all ayes, motion carried.

RESERVE STUDY: The Board reviewed the draft reserve study & disclosures. After discussion, Ashley moved to approve the study for distribution to the membership with the year end package. Rhonda seconded, vote was all ayes, motion carried.

2023 BUDGET: The Board reviewed the draft 2023 budget. After discussion, Ashley moved to approve the budget, with a 20% increase in dues, due to increased costs of all expenses and to fund the insurance. Jim seconded, vote was six ayes (Richard abstained), motion carried

Management was requested to send another reminder in December about the dues increase.

LAUREL HEIGHTS PIPE WORK: Management noted that the pipe work will begin the week of the 12th, and is expected to last about a week. It will be possible, but inconvenient, for the Level 5 owners to get in and out of their garages during the day. Management has sent out a letter to those owners suggesting if they have to get in or out of their garages quickly, that they may want to park on the street during the day.

Anthony asked about the asphalt sealcoat. Ashley noted that we have to wait until the work is done to see what it looks like, but the HOA doesn't have any option in not allowing the work to be done.

Management will take a video of the asphalt on Level 5.

Management was instructed to engage the asphalt consultant, Monte, on the asphalt at level 5, if needed. Rhonda moved to appoint Jim, Tony & Ashley to review any asphalt patching and provide direction. Anthony seconded, vote was all ayes, motion carried.

WROUGHT IRON PAINTING: Jim noted that there is a lot of wrought iron throughout the community that needs repair & painting. Management will obtain quotes for painting of all metal fencing, including one from Savage Painting.

PLAYGROUND INSPECTIONS: Management noted that we are obtaining costs for playground inspections.

BALCONY INSPECTIONS: Management was requested to obtain quotes for sealing of the balconies. Management noted that this will require an inspection of the remaining balconies that were not originally inspected.

It was noted that Rules for plants & rugs on balconies will be needed before the balcony work is started.

UTILITY/BREAKERS: The Board discussed the breaker issues. It was noted that all breakers (homeowner & common area) should be inspected on a yearly basis. An item should be added to the newsletter. It was noted that there is a long wait for permits.

ARCHITECTURAL APPLICATIONS: The Board reviewed the architectural application for 7897-D for solar. After discussion, Jim moved to conditionally approve the application, pending the Kennedy Electric & Paradise Roofing. Ashley seconded, vote was all ayes, motion carried. Must be painted to match what it is against.

The Board reviewed the architectural application for 7867-C for interior remodeling. After discussion it was agreed that none of the changes require HOA approval, so long as no walls or plumbing are being moved. Nothing to be done with the water lines in the slab.

The Board reviewed the architectural application for 7867-G for fencing. After discussion, Jim moved to approve the application for fencing, including the side fences, with the agreement that the vendor will be paid directly from the HOA for the side fences. Robert seconded, vote was all ayes, motion carried. Management will contact the vendor, and ensure that the fence is sealed.

It was noted that plants cannot be attached to the fence, and that no irrigation or water should be near the fence.

Rhonda noted that the plexiglass is cloudy on many of the bulletin boards. Management will ask janitorial to clean them.

A motion was made, seconded, and carried to adjourn the meeting at 8:30 p.m.

The next meeting will be held on November 2, 2022 at 6:00 p.m.

EXECUTIVE SESSION SUMMARY:

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

Attested: _____ Date: _____