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**PEPPER TOWNEHOMES HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**JANUARY 5, 2022**  
**MINUTES**

The Meeting was called to order by the Association President at 6:00 p.m. via electronic audio and video.

<b>Directors Present:</b>	Robert Reed	President
	Mike Dayton	Vice President
	Jim McCorkle	Treasurer
	Ashley Borja	Secretary
	Carrie Barong	Director
	Tina Wick	Director
	Rhonda Bellavia	Director

<b>Also Present:</b>	Joseph G. Apparito, CAI	Community Manager
	Two (2) Unit Owners	

**OPEN FORUM**

A Member expressed concerns regarding rain gutter cleaning. The Member remained to observe the remainder of the meeting.

**APPROVAL OF PREVIOUS MEETING MINUTES**

The Board reviewed the Open Session Meeting Minutes of November 3, 2021. A motion was made, seconded, and carried to approve the Minutes as presented.

The Board reviewed the Executive Session Meeting Minutes of November 3, 2021, in which homeowner correspondence was reviewed, the violation log and the delinquent account log were reviewed. A motion was made, seconded, and carried to approve the Minutes as presented.

**FINANCIAL REPORT**

**Period Ending 10/31/2021:** The operating account balance is \$30,435. The combined reserve account balance is \$816,630. The accounts receivable total is \$10,676. Income for this period is \$54,839 with expenses of \$37,509. The total assets for this period are \$857,567. A motion was made, seconded, and carried to approve the Financial Report as presented for filing pending Independent Financial Review.

**Period Ending 11/30/2021:** The operating account balance is \$33,608. The combined reserve account balance is \$788,840. The accounts receivable total is \$8,116. Income for this period is \$61,879 with expenses of \$58,707. The total assets for this period are \$830,389. A motion was made, seconded, and carried to approve the Financial Report as presented for filing pending Independent Financial Review.

A CD of approximately \$100,000 at Morgan Stanley is maturing on 3/11/2022. Upon recommendation of the Treasure, a motion was made, seconded, and carried to approve rolling over the CD into a new 6 month CD after it matures.

### **REPORTS**

**Landscape:** A walk-thru inspection of the Community landscape was conducted on 12/17/2021 with the Association President, Community Manager, and the Landscape Supervisors present. A report was provided to the Board for their review.

The Board reviewed tree trimming, and tree removal proposals provided by Green Horizons. It was determined that approval of tree trimming will be tabled to the next meeting pending obtaining competitive bids. A motion was made, seconded, and carried to approve a proposal to remove several dead trees from the property for a cost of \$1,700.00.

**Maintenance:** A walk-thru inspection of the Community was conducted on 12/17/2021 by the Association President and the Community Manager. Maintenance is performed under agreement for 14 hours per month with safety issues as a priority and any other maintenance related matters pushed off to the following month in order to stay in budget. No other issues were reported at this time.

### **UNFINISHED BUSINESS**

**2022 Painting Project Review:** The 2022 painting project includes all stucco, hardiboard and wood trim on buildings 7879, 7889, and 7899. Work specifications were provided to the Board for review. Proposals will be obtained for review and consideration of the Board.

**Rain Gutters & Downspouts Maintenance:** The Board was provided a list of rain gutters that could not be accessed by 360 Maintenance during the annual rain gutter cleaning. The Association's Roofer – Paradise Roofing will be provided the list to complete. Paradise has quoted \$75 per hour to clean out the rain gutters and downspouts listed. The Board has approved up to 8 hours for Paradise to complete the list. Paradise will also inspect an area of concern on the roof above unit 7887-E.

**Laurel Heights Development:** The project involves the construction of 80 condominium units on a 7-acre portion of a 10 acre property at 7739 Mission Gorge Road. Management will schedule a time to meet with representatives on-site to review any concerns.

**Holiday Decorating Contest:** The winners of the holiday decorating contest have been chosen. First prize of \$100 gift card was presented to 7885-A, A second prize of \$75 gift card was presented to 7899-B, and a third prize of \$50 gift card was presented to 7891-D. The Board thanked all residents for participating.

### **NEW BUSINESS**

**Insurance Coverage:** Michael Berg of Farmers Insurance was present to review and discuss community insurance needs. The community is struggling to find insurance coverage when the current policy expires on 2/4/2022. The community location and age are the two primary reasons for declined coverage. Michael Berg is confident he will have proposals prior to the expiration. The Association is expecting a sharp increase in any renewal premium. A special meeting may be called to review options once any and all proposals have been submitted. Management shall contact the City of Santee and the California Insurance Commissioner to offer concerns regarding the inability to procure insurance for the community.

**Waste Management Organic Waste and Billing Review:** The Association has been notified of further increases in trash and recycle fees. There has been confusion regarding the size of the waste and recycle bins throughout the community and what the Association is being charged for. Management shall coordinate a meeting with representatives of Waste Management and Board members to perform an audit of the waste and recycle cans here in the community, to better clarify the billing statements and to determine the best location for the placement of two green dumpsters in the community to conform to the new organic waste guidelines. The Board may vote at the next meeting to retain the current 64 gallon bins or move to 35 gallon bins as a cost savings.

**Proposed Rule Amendment:** The Board is concerned about individual owners that may try to modify their garage, carport, or patio area into some form of living unit. The proposed rule amendment would clarify that this is not allowed here in the community. After further review and discussion, a motion was made, seconded, and carried to approve the proposed rule amendment for distribution to the membership for a 30 day review and comment period prior to being adopted by the board.

### **ADJOURNMENT**

With no further business to come before the meeting, a motion was made, seconded, and carried to adjourn the meeting at 7:06 p.m. to the Executive Session to review correspondence, and discuss violation and collection matters.

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**Pepper BOD**

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**Date**

**The next meeting of the Board of Directors is scheduled for 3/2/2022**