

**PEPPER TOWNEHOMES ASSOCIATION  
BOARD OF DIRECTORS MEETING HELD JANUARY 10, 2024**

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

**OPEN FORUM:** Elizabeth Kramer asked that the Board review the guest parking rules, as she feels that there should be a warning before towing.

It was noted that the Level 3 pool light is on 24 hours a day.

**APPROVAL OF MINUTES:** The Board reviewed the Open & Executive Session minutes from the November 2023 meeting. After discussion, Robert moved to approve the minutes as amended. Jim seconded, vote was ayes, motion carried.

**FINANCIALS:** The Board reviewed the financials for October - November 2023. After discussion, Rhonda moved to approve the financials reports as submitted, subject to the CPA's year-end review, and in accordance with the California Civil Code. Jim seconded, vote was ayes, motion carried.

**APPROVAL OF LIENS:** The Board reviewed a notice of intent to lien for parcel # 386-300-36-30, 386-300-36-32, 386-300-38-38 & 386-300-38-41. A motion was made and seconded to approve the liens. Vote was all ayes, motion carried. It was resolved that the Board authorizes that liens be recorded on the properties in the event that payment in full is not received by the deadlines imposed in the Intent to Lien letters.

**FHA RECERTIFICATION:** The Board reviewed the proposal for FHA recertification. After discussion, there was no motion to approve the proposal.

**PROJECTS - 2024:** The Board noted that painting (phase 5: 7819, 7823, 7827), phase 2 of asphalt (back alley, etc.) will need to be done in 2024. Ashley suggested that the balcony railings be sand blasted or otherwise remove all of the paint, as opposed to just power washed (at least on 7823 & 7827, that don't get any sun). The proposals should also note that the garage door color is different than the paint on the buildings. Management was requested to obtain a quote from Monty Wilde for asphalt consulting.

**CONCRETE REPAIRS:** The Board reviewed the proposal for concrete replacement at 7857. It was noted that there is also a lifted sidewalk at 7889. After discussion, Robert moved approve NTE \$3,500, per location, for the work at 7857 & 7889 (per location, without the root barrier) with the condition that at least one additional bid be obtained. Jim seconded, vote was all ayes, motion carried. Management was requested to obtain a quote for a non root invasive tree in that area, not a pepper tree.

Management was requested to look at the 7883 carport areas as well.

**ROOT BARRIER:** The Board reviewed the proposal from Green Horizons for the root barrier at 7857. After discussion, Robert moved to approve the proposal. Jim seconded, vote was all ayes, motion carried.

Ashley noted that the Green Horizon tree trimming was horrendous. They trimmed the bottom, but not the crown. We will need to schedule a walkthrough with the tree trimmers. They also did not clean up.

**PRE-EMERGENT:** The Board reviewed the proposal from Green Horizons for pre-emergent. Management noted that this work was last completed in 2021. The Board agreed to not have the work done this year.

**OVERSEEDING:** Ashley moved to approve the proposal from Green Horizons for overseeding of the lawns. Robert seconded, vote was six ayes (Jim abstained) ayes, motion carried. Management was requested to have GH mark off the overseeding areas near 7889.

**ARCHITECTURAL APPLICATIONS:** The Board reviewed the application for A/C at lot 17. After discussion, Ashley moved to approve the application, with the condition that wires & conduit must be covered in "downspout" style covering and placed as close to the corner building trim as possible, so that there is no siding visible between the enclosed conduit and the edge trim. The covering must be painted to match the surface that it is against, prior to installation. Meaning that the section of cover that is against the siding must be painted the siding color and the section that is against the stucco must be painted the stucco color. In order to achieve the best color match, all colors should be color matched. Robert seconded, vote was all ayes, motion carried.

**INSURANCE:** Ashley moved to approve the quote from Berg for the D&O, Workers Comp, & Fidelity insurance. Robert seconded, vote was all ayes, motion carried.

The Board discussed moving the meetings to a day that has less conflicts with holidays. Ashley moved to move the meetings to the 2<sup>nd</sup> Wednesday of every other month. Robert seconded, vote was all ayes, motion carried.

A motion was made, seconded, and carried to adjourn the meeting at 7:15 p.m.

**EXECUTIVE SESSION SUMMARY:**

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

Attested: \_\_\_\_\_ Date: \_\_\_\_\_