

**PEPPER TOWNEHOMES ASSOCIATION
BOARD OF DIRECTORS MEETING HELD MAY 10, 2023**

Community Manager Rachael Robenolt called the meeting at 6:04 p.m. Board members present via Zoom were Robert Reed, Jim McCorkle, Ashley Borja, Tina Wick, Anthony Evans & Richard Wallace. Manager Rachael Robenolt was also present from 360 Community Management, as well as attorney Jeff French, and insurance agent Michael Berg. Twenty homeowners were also present, including several who had not registered prior to the meeting.

Michael Berg spoke about insurance and Jeff French spoke about the CC&R amendments.

OPEN FORUM: One owner noted that the grass on level four is yellow and the shrubs are not getting trimmed.

Other owners had questions related to insurance and the document voting.

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

GOVERNING DOCUMENT NEXT STEPS: Management noted that 87 of the needed 119 ballots had been returned. After discussion, Jim moved to approve an extension of the voting until July 10, 2023, just before the next meeting. Anthony seconded, vote was all ayes, motion carried.

FINANCIALS: The Board reviewed the financials for February - March 2023. 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. Rhonda seconded, vote was ayes, motion carried.

APPROVAL OF LIENS: The Board reviewed a notice of intent to lien for parcel # 386-300-36-08. A motion was made and seconded to approve the lien. Vote was all ayes, motion carried. It was resolved that the Board authorizes that lien be recorded on the property in the event that payment in full is not received by the deadline imposed in the Intent to Lien letter.

INSURANCE RENEWAL: The Board reviewed the proposals for property & liability insurance. It was noted that multiple agents had been contacted to try and obtain alternate quotes, but only one carrier chose to submit a quote. The new property policy is still for only \$5 million in coverage, but the premium has gone up another \$119,000 (to \$264K) for the year. This could possibly mean another special assessment to cover the additional premium. Additionally, the liability insurance has gone up another \$5,000 as well.

Jim moved to conditionally approve \$5 million policy, unless a better option (either less premium or more coverage) is found before the 5/15/23 policy expiration. Ashley seconded, vote was all ayes, motion carried.

Jim moved to use reserve funds to pay the balance in full, to avoid the \$11,409 in finance charges. Robert seconded, vote was all ayes, motion carried. It was noted that by state law, those funds must be paid back to the reserves within one year.

Ashley moved to conditionally approve a \$740.00 special assessment, with minimum payments starting 7/1/23, to be paid in full by 12/15/23, with the amount to be adjusted as needed if a better quote is obtained prior to 5/15/23 insurance expiration. Jim seconded, vote was all ayes, motion carried.

After discussion, Anthony moved to approve the quotes from Webster for liability insurance. Jim seconded, vote was all ayes, motion carried.

PAINTING: The Board reviewed the proposals for painting of the 7835 & 7839. After discussion, Jim moved to approve the quote from CertaPro, *without* the additional garage doors at 7819, 7823 & 7827. Ashley seconded, vote was all ayes, motion carried.

GUTTER CLEANING: The Board reviewed the proposals for gutter cleaning throughout the community. After discussion, the Board agreed to table the issue until the July meeting.

PLAYGROUND INSPECTION: The Board reviewed the playground inspection report. It was noted that the proposal for repairs has not yet been submitted by the vendor. After discussion, Ashley moved to authorize Jim, Robert & Anthony to review and approve the proposal for repairs. Rhonda seconded, vote was all ayes, motion carried.

The Board wants to know if sand be an option for the playground, and if so how much sand would be needed, or possibly rubber matting.

CARPORT/GARAGE ROOFING INSPECTION: The Board reviewed the proposal for inspecting & cleaning the carport roofs. After discussion, the Board agreed to table the issue until the July meeting, but to have Paradise Roofing look at the two garages with apparent water intrusion.

FENCING REPLACEMENT: The Board reviewed the proposal for fence replacement between level 2/3 & 1/2. After discussion, the issue was tabled until further notice.

PICNIC TABLE: The Board reviewed the options for a new picnic table on level 4, to replace the one that was damaged. Management noted that the stepping stones that the table was sitting on need to be removed and the area leveled. Management was requested to try and find someone who can install a concrete table.

Robert moved to have maintenance remove the stones and relevel the area. Jim seconded, vote was all ayes, motion carried.

BALCONY REPAIRS: The Board reviewed the proposal from ACP for repairs to 5 balconies, as noted on the required balcony inspection. After discussion, the issue was tabled until September.

TERMITES: The Board discussed the recent swarming termites. Management noted the Mt. Helix Pest noted that swarming termites outside cannot be treated, but swarming termites on the inside of home should be reported to Management.

ROOT BARRIER: The Board reviewed the proposal for root barrier on level four. After discussion, Jim moved to approve the proposal. Anthony seconded, vote was all ayes, motion carried.

JUNIPER REMOVAL: The Board reviewed the proposal to remove the old juniper bush next to 7827, and replace it with Rhapsiolepis. After discussion, the issue was tabled until further notice.

RETAINING WALL: Management noted that a revised proposal had not been submitted by Green Horizons.

ARCHITECTURAL APPLICATIONS: The Board reviewed the architectural application for a solar system at unit 78. After discussion, Ashley moved to approve the application as presented, with the condition that they must provide the contractors insurance. Rhonda seconded, vote was all ayes, motion carried. It was noted that the battery must go into the patio, not the common area.

Management was directed to remind any homeowners who apply to install solar panels that they will be responsible for the costs to remove and replace the panels when the roof needs to be replaced, and that per the current Reserves schedule, all residence roofs and all carport and garage roofs are scheduled to be replaced in the next 5 years.

The Board reviewed the architectural application for a solar system at unit 143, with no battery. After discussion, Ashley moved to approve the application as presented, with the condition that they must provide the contractors insurance. Tina seconded, vote was all ayes, motion carried. It was noted that the conduit must be installed under the fascia.

A motion was made, seconded, and carried to adjourn the meeting at 6:56 p.m.

The next meeting will be held on July 12, 2023.

EXECUTIVE SESSION SUMMARY:

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

Attested: _____ Date: _____