

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

Community Manager Rachael Robenolt called the meeting at 6:00 p.m. Board members present via Zoom were Robert Reed, Jim McCorkle, Anthony Evans, & Rhonda Bellavia. Manager Rachael Robenolt was also present from 360 Community Management.

OPEN FORUM: Owners Bernadette was present to listen.

Lauren was present to ask about the sidewalk near her unit.

APPROVAL OF MINUTES: The Board reviewed the Open & Executive Session minutes from the May 2024 meeting. After discussion, Robert moved to approve the minutes as presented. Jim seconded, vote was ayes, motion carried.

FINANCIALS: The Board reviewed the financials for April - May 2024. 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 ayes, motion carried.

CD PURCHASES: Jim moved to approve non callable 5 year CD's for the two CD's that mature in September. Robert seconded, vote was all ayes, motion carried.

Jim moved to set up recurring payments for the reserve loan for the insurance, to ensure that the reserve loan is paid back in 12 months. Anthony seconded, vote was all ayes, motion carried.

ASPHALT PROPOSALS: The Board reviewed asphalt proposals and the consultants' recommendations. After discussion, Jim moved to approve the quote from Eagle Paving, to include A1, A2, & A3 options, for a total of \$98,842.26. Robert seconded, vote was ayes, motion carried. Management will talk to Monty about timing of this project.

SOILS ENGINEER: Management reported that bids have solicited for sidewalk replacement, as well as the other items in the soils report. However, the quotes are taking longer than expected.

INSPECTOR OF ELECTION: Management noted that an Inspector of Election will be required for the Board election in September, as it will be a contested election. Robert moved to approve the independent notary Christiene Brown to act as the Inspector of Election, at a cost of \$300.00. Rhonda seconded, vote was all ayes, motion carried. It was noted that if quorum is not met, then there will be no charge.

PEPPER TOWNEHOMES SIGN: The Board reviewed the proposal for replacement of the sign on the corner of Rancho Fanita and Mission Gorge Road. After discussion, Robert moved to approve the purchase and installation of a new sign. Rhonda seconded, vote was all ayes, motion carried.

INSPECTIONS: The Board reviewed the inspections of the entry posts, bricks, carport posts, and carport roofs, as well as the proposal to repair the brick. After discussion, Jim moved to approve the proposal from STP for the brick repairs. Robert seconded, vote was all ayes, motion carried.

Management was requested to have the entry posts repaired on a time and materials basis, by 360 Maintenance. Management was requested to obtain a quote for the carport post repairs, and the carport roof repairs, to include any preventative maintenance.

CARPORT MAINTENANCE: The Board reviewed the proposal for carport roof maintenance. The issue will be tabled, pending quotes for the previously noted repairs.

LEAF GUARD: The Board reviewed the proposal for the leaf guard on the 7889 building. After discussion, Jim moved to approve the quote from Seamless Rain Gutters, *for the 7891 building*, so long as it comes in at a lesser price, for the front only. Robert seconded, vote was all ayes, motion carried.

TREE REMOVAL & PLANTING : The Board reviewed the proposals regarding tree removals and trimming. After discussion, Rhonda moved to approve the proposal from Green Horizons to remove and stump grind the tree at 7857, Robert seconded, vote was all ayes, motion carried.

Jim moved to appoint Robert to approve the cost to remove the Chinese Elm, no higher than \$2,200, Rhonda seconded, vote was all ayes, motion carried.

Rhonda moved to plant a 24 inch jacaranda tree to the south of the ash tree that is to be removed. Robert seconded, vote was all ayes, motion carried.

The Board reviewed the proposal for monthly gopher service throughout the property. After discussion, Robert moved to approve the service, on the condition that it is pet safe. Kellie seconded, vote was all ayes, motion carried.

ARCHITECTURAL APPLICATIONS: The Board reviewed the application from 7893E to remove the window that faces her back patio. After discussion, Robert moved to approve the application, with the condition that the stucco installation must match the texture and color of the surrounding stucco. Anthony seconded, vote was all ayes, motion carried.

Jim noted that he and Jeremy did the pre-project walkthrough with Pilot Painting, and that there were several units that had garages with damaged trim. Management noted that letters had already gone out to those units.

A motion was made, seconded, and carried to adjourn the meeting at 6:50 p.m.

EXECUTIVE SESSION SUMMARY:

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

Attested: _____ Date: _____