

Minutes of Regular Board Meetings (Required Civil Code Sec. 4525)
REFUGIO HEIGHTS HOA

Order: BRPQ6VX6X
Address: 160 Shepard St
Order Date: 08-13-2021
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REFUGIO HEIGHTS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 17, 2021
MINUTES

CALL TO ORDER: The Board of Directors Meeting was called to order at 6:03 pm via phone conference.

ROLL CALL: Board members present were Jesse Bork, Lisa Falcon, Belinda Espinosa, Chuck Canepa and Mike Pastori. Teri Harris was present representing Peachtree CAS, Inc.

HOMEOWNER FORUM: Homeowners were present during the call with the following concerns:

- V-ditch behind the home on Carson needs inspection
- Trees blocking the streetlight on Farragut
- Wrought Iron Repair Question
- Landscape Dead Brush Removal

The Board and Peachtree addressed each item accordingly. Peachtree will further address the v-ditch concern with Celis Construction.

APPROVAL OF MINUTES: The Board reviewed and discussed the General session meeting minutes from the March 15, 2021, Board meeting. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the minutes were approved as approved.

FINANCIAL REPORT: The financial report for the month ended March 31, 2021, was provided to the Board for review. A verbal report was given by Peachtree as to the balances, income and expenses year-to-date and reserve component funding for the month ending March 31, 2021.

Peachtree will continue to follow up with all Delinquent accounts and State Mandates due to Covid-19.

MANAGEMENT REPORT: The Board reviewed the management checklist and an update was provided to all pending items.

OLD BUSINESS: Peachtree and the Board discussed an incident that took place at the Association involving Goats R' Us. Several homeowners reported unfriendly behavior between the goat herder and the goats. Peachtree reported the incident to Terry of Goats R' Us and they will address the matter in-house with the herder.

The Board discussed the additional areas throughout the HOA that may pose a fire hazard and still need removal. NPM Landscaping is working on a bid and map and will inform the Board and Peachtree in the next couple of weeks.

Peachtree and the Board discussed the gate that was installed at the top of Grissom by Celis Construction. The Board felt that Celis did a great job on the install.

The Board discussed the Wrought Iron repairs that were completed by Celis Construction. A few homeowners on Farragut expressed concerns regard some of teh welding. Board Member Mike will take a look and provide an update to Peachtree.

NEW BUSINESS: Peachtree informed the Board that the HOA website will be updated to reflect a Board Portal and Owner Portal. Peachtree will keep the Board updated on the status of the updates.

The Board reviewed the proposal submitted by the LCC for the replacement of the irrigation shut off valve on Balboa St. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the Board approved the proposal in the amount of \$700-\$800.

The Board reviewed the proposal submitted by the LCC for the repair of two broken main lines, as well as repairs to exposed wiring on a few valve boxes. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the Board approved the proposal in the amount of \$3,000-\$3,500.

The Board reviewed the proposal submitted by LCC for the repair to an irrigation valve along Coronado Street near Refugio Valley. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the Board approved the proposal in the amount of \$750-\$850.

OTHER ITEMS: The Board would like Peachtree to obtain a rate from Celis Construction. To install street signs.

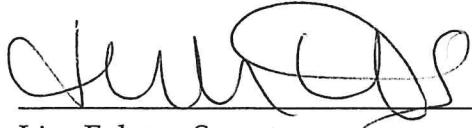
The Board would like the LCC to inspect the irrigation valve boxes that appear to be lose and bolt/lock them down securely.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:26 pm. The next Board meeting will be held on, July 19, 2021, at 6:00 pm.

Respectfully submitted,

Teri Harris
Recording Secretary
for Lisa Falcon
Secretary of the Association

These minutes were approved by the Board of Directors.

 on behalf of the Board

Lisa Falcon, Secretary

REFUGIO HEIGHTS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
March 15, 2021
MINUTES

CALL TO ORDER: The Board of Directors Meeting was called to order at 6:01 pm via phone conference.

ROLL CALL: Board members present were Jesse Bork, Lisa Falcon, Belinda Espinosa, Chuck Canepa and Mike Pastori. Teri Harris was present representing Peachtree CAS, Inc.

HOMEOWNER FORUM: Homeowners were present during the call with the following concerns:

- Pruning of the landscape/trees behind Farragut homes.
- Landscape maintenance of common areas on Farragut
- Window replacement inquiry
- Wrought Iron repair inquiry

The Board and Peachtree addressed each item accordingly and will inform the Landscape vendor to address Farragut during their weekly maintenance.

APPROVAL OF MINUTES: The Board reviewed and discussed the General session meeting minutes from the January 25, 2021 Board meeting. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the minutes were approved as corrected, to reflect the additional verbiage on the ENGEO report as well as the additional proposal amounts for the NPM debris and coyote bush removals.

FINANCIAL REPORT: The financial report for the month ended February 28, 2021 was provided to the Board for review. A verbal report was given by Peachtree as to the balances, income and expenses year-to-date and reserve component funding for the month ending January 25, 2021.

MANAGEMENT REPORT: The Board reviewed the management checklist and an update was provided to all pending items.

Peachtree informed the Board that a walk-thru was just completed of the community to follow up on pending violations as well as new violations.

OLD BUSINESS: Peachtree and the Board discussed the repairs that need to be completed on the wrought iron fences. The Board reviewed the proposals submitted by Navarro Iron Works and Celis Construction. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the Board approved the proposal by Celis Construction in the amount of \$3,767.05.

The Board reviewed the report provided by ENGEO that outlined the findings on the Carson street Landslide area. Per the report, there were no significant movement on the hillside, less than 10ft in the last 10 years, and the movement seems to be slowing. ENGEO and the Board will continue to monitor this area.

The Board discussed the weed abatement proposal submitted by Goats R Us. Upon a motion by Falcon, seconded by Espinosa, which carried unanimously, the Board approved the proposal in the amount of \$24,700.00. The Board would like GRU to start the first week of May.

NEW BUSINESS: The Board and Peachtree reviewed the proposal submitted by Navarro Iron Works for the install of a double gate at the top of Grissom Street, to prevent trespassing. Upon a motion by Bork, seconded by Falcon, which carried unanimously, the Board approved the proposal in the amount of \$3,450.00. Celis Construction may still provide their bid for this project this week, however if the proposal is not provided, the Board would like to move forward with Navarro's bid.

The Board and Peachtree reviewed and discussed the proposal provided by Landscape Care Co. to take over the weekly landscape maintenance. Upon a motion by Bork, seconded by Falcon, which carried unanimously, the Board approved the contract at \$3,590.00, per month with services twice per week. Peachtree will provide the 30-day Termination to TLC.

Peachtree informed the Board that the City of Hercules worked with TLC to have the storm drains in the Association all cleaned of landscape debris.

Peachtree announced the 2021 Election by Acclamation. Board Incumbents Jesse Bork and Chuck Canepa will remain on the Board for the 2021-2023 term, as no other Board Applications were received within the allocated time frame. The Slate of Officers will remain the same.

OTHER ITEMS: Bork informed the Board that NPM Landscaping will begin the bush removal the week of March 22nd.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:07 pm. The next Board meeting will be held on, May 17, 2021 at 6:00 pm.

Respectfully submitted,

Teri Harris
Recording Secretary
for Lisa Falcon
Secretary of the Association

These minutes were approved by the Board of Directors.

 on behalf of the Board.
Lisa Falcon, Secretary

REFUGIO HEIGHTS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
January 25, 2021
MINUTES

CALL TO ORDER: The Board of Directors Meeting was called to order at 6:01 pm via phone conference.

ROLL CALL: Board members present were Jesse Bork, Lisa Falcon, Belinda Espinosa, Chuck Canepa and Mike Pastori was unable to attend. Teri Harris was present representing Peachtree CAS, Inc.

HOMEOWNER FORUM: Two homeowners were present during the call to obtain updates on the following items:

- Gate on the top of Grissom
- Leaves being blown into the storm drains.
- TLC Performance

The Board and Peachtree addressed each item accordingly.

APPROVAL OF MINUTES: The Board reviewed and discussed the General session meeting minutes from the November 16, 2020 Board meeting. Upon a motion by Bork, seconded by Falcon, which carried unanimously, the minutes were approved as written.

FINANCIAL REPORT: The financial report for the month ended November 30, 2020 was provided to the Board for review.

MANAGEMENT REPORT: The Board reviewed the management checklist and an update was provided to all pending items.

Peachtree provided the Board with an update on the homes that are still in violation or receiving fines. Peachtree will be conducting another inspection in March.

OLD BUSINESS: The Board discussed the status of the Wrought Iron Painting/Repair project. Jesse informed the Board that the painting of the Wrought Iron Fences has been completed by Varsity Painting.

NEW BUSINESS: The Board reviewed and discussed the proposal provided by TLC Landscaping for Fire blight treatment to the Pear trees. Upon a motion by Bork, seconded by Canepa, the Board denied the proposal in the amount of \$540.00.

The Board reviewed the report provided by ENGEO that outlined the findings on the Carson street Landslide area. Per the report, there were no significant movement on the hillside, less than 10ft in the last 10 years, and the movement seems to be slowing. ENGEO and the Board will continue to monitor this area.

The Board discussed the Architectural process for approving paint Architectural requests. Per the Board, if the paint colors are from the approve color scheme, it does not require Board approval. If the request includes a mix of color schemes, or any color that is not pre-approve the Board will need to review and make a decision.

Board member Canepa discussed the potential landscape vendor that he will be performing a walk- thru with. Canepa is meeting with NPM Landscaping as well as The Landscape Care Company.

The Board discussed the matter involving the City of Hercules and TLC on the blowing of leaves in the City storm drains. Peachtree will schedule a meeting with the City and TLC to go over what needs to be performed.

Board member Bork discussed the Coyote bush and debris removal that will be taking place in this year. NPM Landscaping will be performing the removal. The Board approved this work in the amount of \$27,800, for the following work;

- Hillside on Carson (Empty Lot): \$5,500.00
- Coyote bush on Stanley Ct: \$4,500.00
- Hillside on Fremont and Decatur: \$2,500.00
- Left side of Coronado to Armstrong: \$8,500.00
- Jungle of trees behind the homes on Farragut: \$6,800.00

The Board discussed the homeowner request to install a gate at the top of Grissom, to prevent trespassing. Peachtree will obtain quotes and discuss at the March Board meeting.

Peachtree reminded the Board of the upcoming Election that will be taking place at the March Board meeting. The deadline to submit applications is January 6th.

The Board discussed the property boundary lines that were placed by the Standard Pacific, that differ from the City. Homeowners that submit Architectural requests that involve the property line, will be approved by the Board, as long as there is no new construction that would require the property line/fence line to be adjusted from original Standard Pacific placement.

The Board discussed the allocation in the reserves for stucco walls and railing. The Board would like to split the stucco repair year and the railing repair year, instead of having them

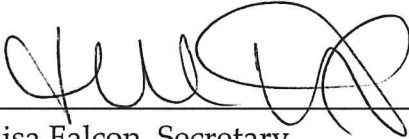
combined. The Board would like to have the reserves reflect the railing needing painting every 7 years, and the stucco every 14 years.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 8:03 pm. The next Board meeting will be held on, March 15, 2021 at 6:00 pm.

Respectfully submitted,

Teri Harris
Recording Secretary
for Lisa Falcon
Secretary of the Association

These minutes were approved by the Board of Directors.

 on behalf of the Board.

Lisa Falcon, Secretary

REFUGIO HEIGHTS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
November 16, 2020
MINUTES

CALL TO ORDER: The Board of Directors Meeting was called to order at 6:03 pm via phone conference.

ROLL CALL: Board members present were Jesse Bork, Lisa Falcon, Belinda Espinosa, and Chuck Canepa. Mike Pastori was unable to attend. Teri Harris was present representing Peachtree CAS, Inc.

HOMEOWNER FORUM: Homeowners was present during the teleconference. The following homeowner concerns were discussed:

- Wrought Iron Project questions
- Landscape Maintenance Concerns
- Tree Pruning request

The Board and Peachtree addressed each item accordingly.

APPROVAL OF MINUTES: The Board reviewed and discussed the General session meeting minutes from the September 21, 2020 Board meeting. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the minutes were approved as corrected to reflect additional approvals and topics that were discussed, per Jesse's email.

FINANCIAL REPORT: The financial report for the month ended October 31, 2020 was provided to the Board for review. The Board had a few questions on the Delinquent report regarding account #139. Peachtree will look into the account and provide the Board with additional information.

MANAGEMENT REPORT: The Board reviewed the management checklist and an update was provided to all pending items.

The Board discussed the Violation Report. Fees will be assessed to the homes that have original violations, dating back to March, that are still not in compliance with the HOA's CC&Rs.

OLD BUSINESS: The Board discussed the status of the Wrought Iron Painting/Repair project. Varsity Painting has completed their work, however there are several areas that the Board noted that require additional work and repairs. The Board will compile a report of their findings, to send to Varsity Painting.

The Board discussed the proposal from Western Exterminator for Gopher control. Peachtree is waiting on clarification of the price per visit from Melvin of Western Exterminator. An update will be provided to the Board once received.

NEW BUSINESS: The proposed 2021 budget was reviewed. Upon a motion by Bork, seconded by Canepa, which carried unanimously, the Board approved the budget with no increase. The dues will remain at \$85/mo. for 2021.

The Board discussed scheduling of the 2021 Weed Abatement with GRU. Peachtree will look into the scheduling for possible May 2021, and obtain a proposal.

The Board discussed a few homeowners concerns regarding the trees on Farragut, located behind the homes. Several of the trees in question are located within the property line and fall under the maintenance responsibility of the individual homeowner to prune or remove as desired.

The Board reviewed and discussed the TLC proposal submitted for the exposed mainline along Coronado. Upon a motion by Bork, seconded by Canepa, which carried unanimously, the Board approved the proposal as submitted, in the amount NTE \$1,200.00.

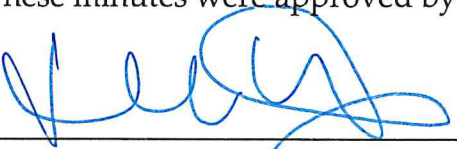
Peachtree informed the Board that a Full Filled Reserve Study will be conducted in 2021. The Board would like Peachtree to use the same vendor, Levy, Erlanger & Company. Peachtree will obtain a bid in March/April of 2021. The Board may look into adding more money to the Erosion line item in the Reserves but will discuss later in 2021.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:53 pm. The next Board meeting will be held on, January 25, 2021 at 6:00 pm.

Respectfully submitted,

Teri Harris
Recording Secretary
for Lisa Falcon
Secretary of the Association

These minutes were approved by the Board of Directors.



Lisa Falcon, Secretary

REFUGIO HEIGHTS HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 21, 2020
MINUTES

CALL TO ORDER: The Board of Directors Meeting was called to order at 6:08 pm via phone conference.

ROLL CALL: Board members present were Jesse Bork, Lisa Falcon, Belinda Espinosa, Chuck Canepa and Mike Pastori. Teri Harris was present representing Peachtree CAS, Inc.

HOMEOWNER FORUM: One homeowner was present during the teleconference. The following homeowner concerns were discussed:

- Wrought Iron Project questions
- Peachtree Communication
- Boats in Driveways clarification

The Board addressed each item accordingly.

APPROVAL OF MINUTES: The Board reviewed and discussed the General session meeting minutes from the July 20, 2020 Board meeting. Upon a motion by Bork, seconded by Espinosa, which carried unanimously, the minutes were approved as corrected to reflect changes to New Business verbiage.

FINANCIAL REPORT: The financial report for the month ended August 31, 2020 was Provided to the Board for review. There were a few questions in regard to the Water bill that the Board had. Peachtree will keep an eye out for jumps in water usage going forward.

MANAGEMENT REPORT: The Board reviewed the management checklist and an update was provided to all pending items.

The Board discussed the Violation Report and Peachtree informed the Board that the report reflected the recent violations from the September 16th Community inspection. The Board agrees that Peachtree can continue enforcing the Violation Policy and begin fining according to the Policy.

OLD BUSINESS: The Board discussed Gopher control in the HOA. Peachtree is expecting a proposal soon from Western Exterminator. The Board will review and discuss the plan going forward for gopher control.

The Board discussed the upcoming Wrought Iron Painting Project that is being carried out by Varsity Painting. The crew should be starting work this week in the HOA and owners will be informed in advance when the crew will be working in their area. The Board would like a schedule of where the crew will be working, a list of wrought iron fences that need

repair before painting, and a list that reflects fences that were unable to be painted. Peachtree will obtain the requested information.

NEW BUSINESS: The Board discussed possibly having the Goats return next year for the 2021 weed abatement. Peachtree will first follow up on the revised invoice sot for this year's weeds abatement. If the cost is the same for next year, the Hoard would like to schedule the Goats now for 2021 and have them start in May instead of June.

The proposed 2021 budget was not discussed. The Board President and Peachtree will review and make some corrections before the Board approves.

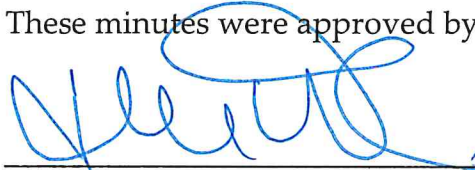
The Board reviewed the CPA proposal submitted by Van Sloten. Upon a motion by Bork, seconded by Canepa, which carried unanimously, the Board approved the proposal in the amount of \$1,945.00.

ADJOURNMENT: With no further business to come before the Board, the meeting was adjourned at 7:58 pm. The next Board meeting will be held on, November 16, 2020 at 6:00 pm.

Respectfully submitted,

Teri Harris
Recording Secretary
for Lisa Falcon
Secretary of the Association

These minutes were approved by the Board of Directors.

 , on Behalf of the Board

Lisa Falcon, Secretary