

## JEPOA 03/22/2025 Board of Directors Meeting Minutes

Location: 1028 Julian Estates Road

Participants Present:

Board Members: Jim McNally, Mark Sayad, Steve Spooner

Officers: Marianne Rochester (Treasurer), Karen Wolfred (Secretary)

JEPOA Members: Rick Coates, Nick Szevereni

1. Meeting called to order at 10:15 AM (chaired by Karen in Liz' absence). Quorum with all Board Members present. No changes or additions to the agenda were proposed.

2. December 14, 2024 Meeting Minutes

Motion to approve the minutes as presented (Steve Spooner), seconded (Jim McNally), minutes as presented were approved unanimously with no additional discussion.

Due to the length of time between quarterly board meetings and subsequent approval of meeting minutes, Marianne suggested we post our draft minutes on the website to allow members more timely information.

3. Executive Disclosure

JEPOA Board Executive Session was held prior to this general Board Meeting in which the Board unanimously voted to authorize the JEPOA Treasurer to notify Witkin & Neal Inc. to proceed with recording a Notice of Default and initiating foreclosure proceedings on APN 292-141-17-00 for failure to pay 2024/2025 Property Owner Annual Assessment and all associated collection costs.

4. Treasurer's Report

Marianne presented the Balance Sheet as of March 11, 2025 and the Profit and Loss Comparison July 1, 2024 – March 11, 2025 (copies attached). Motion to approve financial reports as presented (Steve Spooner), seconded (Mark Sayad), approved unanimously with no additional discussion.

Marianne proposed that we consolidate and move the JEPOA bank accounts currently at Community Valley Bank (CVB) and City National Bank (CNB) to Chase which will be more convenient and provide better service. Marianne will verify if the CNB CD can also be transferred at this time. Motion to close Community Valley Bank and City National Bank accounts and shift all funds to Chase bank account at the Ramona Branch was made (Jim McNally), seconded (Steve Spooner), approved unanimously with no further discussion.

5. Committee Updates

- a. Road Committee and Roadside Maintenance

i. Main Gate Issues (*also New Business Item 6a*)

Rick Coates spoke to the current issues with the gate and quotes from our current gate maintenance company CES. It appears that the main issue for many JEPOA users was either using an outdated remote or the stand-alone keypad at the gate. According to Mike Chism of CES, the main gate control unit was installed in 2016/2017, has a lifespan of approximately 10 years, and is still in good working order. Rick said that the main issue now is that some of the JEPOA owners have old remotes (the large AllStar brand) which don't function as well as the newer LiftMaster remotes.

Rick recommended the following:

- Replace the keypad at the gate at a cost of \$426 (per quote) including replacement of both the box and the internal remote.
- Encourage JEPOA users to use the newer Lift Master brand remotes and, if need be, to purchase new remotes at a cost of \$35 each.
- Do not replace the main gate control unit until it fails or can no longer be repaired at a reasonable cost.

Motion to approve replacement of main gate key pad at a cost of \$426 as per quote from CES made (Jim McNally), seconded (Steve Spooner), approved unanimously with no additional discussion.

Rick will send out an email to all JEPOA property owners recommending that they use the LiftMaster remotes and how to purchase any if needed.

ii. Snow Removal and Road Surface Damage

Jim reported that many gouges in the road appeared following our recent snow plowing most likely from the plow picking up small rocks which then dig into the surface as the plow moves along. Jim recommended that in the spring (post snow and rain season) the Road Committee speak with Monty Wilde (JEPOA road consultant) and Ramsey Asphalt (the firm that installed the Cape Seal) to determine what, if anything, should be done this year.

Additionally, Jim reported that there are a few cracks reopening in the Cape Seal areas, such as on West Incense Cedar. Mark asked if there was a warranty on the cape seal work and suggested that the Cape Seal Company be requested to fix the cracks at no cost; Jim and the Road Committee will pursue this when speaking with Ramsey Asphalt in the spring.

iii. Road Sweep

Jim reached out to a few companies for sweeping debris and rocks from the JEPOA roads but does not have a recommended vendor. Mark will contact an asphalt company he is familiar with to see if they are interested in sweeping the roads and if so to get a quote. Following the recent snow and rain, there is significant debris in the storm drain grates. Rick will contact Jessie Cruz to clear debris from the storm drains.

b. Fire / Fuel Break / Safety Committee

Nick reported that a number of trees have recently fallen, one of which had been flagged prior and the owner informed. In two cases, the trees fell onto the road. Steve will contact Whispering Winds regarding one tree that is flagged but still standing.

Nick will send out an email to owners with flagged trees. Jim suggested giving them a deadline of 30 days to remove the tree and informing them if the tree is not removed in that timeframe JEPOA may do so and forward the costs and any fees onto the owner.

Nick and Marianne will survey along the roads for needed brush clearance and if identified inform the owner(s) via email of the need to remove the brush.

c. Website

Nick reported that we continue to update the website and encourage owners to access it for JEPOA information. Website hosting company is working well. The annual cost for the domain name is \$16. The bill or the website has not yet been received. That cost should be approximately \$144.

6. Continued Action Items

a. Status of Possible Insurance Claim

Marianne reported that the claim has been paid and closed.

b. Clarification of Emergency Rule Prohibiting Outdoor Fires

Topic deferred to next meeting as Liz was not present and we are still waiting on information from the JEPOA attorney.

c. Dumpster Screening

Topic is deferred to next meeting as Nick and Marianne are still to talk with Ramona Disposal. Nick suggested that, if possible, it would be best to locate the dumpsters and recycle bins on a flat surface. He also suggested that owners use natural vegetation to screen the dumpsters if possible.

d. Hillside Erosion Mitigation Options

Deferred to next meeting as Liz was not present.

- e. Julian Estates Daffodil Planting  
Nick and Marianne reported that around 500 daffodils at a cost of \$200 were planted throughout Julian Estates. They are coming up now. We may wish to continue this planting activity next year as well.

7. New Business

- a. Replacement of Main Gate Mechanism(s) – *addressed with Item 5(a)*
- b. Annual Property Owners Meeting and Election of Directors & Officers -  
Karen reported that it's time to plan for our annual JEPOA meeting and start the process for election of Board members and officers. In order to have the elections completed before the meeting in July, we will need to start the process in early April (see attached timeline). Two board seats (currently held by Jim and Mark) and all officer positions will be open. It will be important to reach out to property owners to submit their candidacy for these positions as some current holders (such as Liz Lynch as president) will not be running again.

The group agreed to hold the annual meeting on Saturday, July 26, 2025, in the Julian Town Hall. This information will be put on the website.

8. Other Discussion

Marianne and Karen will confirm if we need to do any updates to the JEPOA Reserve Study completed last year.

Marianne reported that due to the increase in assessment (and therefore increase in funds), JEPOA will need to conduct an audit. Marianne will send out an email to the Board informing of the costs and timeline.

9. Next Board Meeting: June 7, 2025, at 10 AM

10. Adjournment: Meeting was adjourned at 11:50 AM.