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**RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**Thursday, February 8, 2018**

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**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of the **Rancho San Clemente Community Association** held on February 8, 2018, in San Clemente, California. President Vonne Barnes noted that a **Quorum** was present and called the meeting to order at 6:10 p.m.

**BOARD MEMBERS PRESENT**

Vonne Barnes, President, Jerry Anderson, Vice President, Marjie Butterworth, Treasurer Kent Sanders, Secretary and Henry Lobbell, Director.

**ABSENT**

None.

Sheryl Sharp of Curtis Management and Allegra Cody the recording secretary were also present.

**EXECUTIVE SUMMARY**

President Vonne Barnes reported that the meeting minutes were approved, current legal matters were discussed and delinquencies were reviewed and the Board approved proceeding with non-judicial foreclosure on APN# 690-592-23.

**HOMEOWNER FORUM**

There were no homeowners in attendance.

**DELEGATE FORUM**

**MONTEGO**

No report.

**VILAMOURA**

No report.

**VILLAGIO I**

No report.

**RANCHO CRISTIANITOS**

No report.

**APPROVAL OF THE MINUTES**

The Board reviewed the minutes of the General Session Meeting held on January 11, 2018. Marjie Butterworth moved to approve the General Session minutes of January 11, 2018 as submitted. Vonne Barnes seconded the motion, which carried unanimously.

**LANDSCAPE/TREES**

Phil Suffridge summarized the January Monthly Progress Report submitted on February 1, 2018 for Board review.

Phil Suffridge discussed the condition of the RSCCA V-Ditches that have been cleared and photographed by South Coast Gardening prior to rain events.

The Board reviewed correspondence and images from the Landscape Committee as well as the landscape inspection request log.

The Board discussed having South Coast Gardening remove stairs, fencing, and other unauthorized development performed by 431 Calle Empalme on RSCCA slope property and charging the costs back to the homeowner. South Coast Gardening will review all of the properties engaged in slope encroachment issues and provide cost estimates for the removal of unauthorized developments.

Marjie Butterworth moved to approve the emailed proposal from Butch Everett of Arborwell Professional Tree Management to remove the large Aleppo Pine tree above Whispering Winds, in the amount of \$2,472.00, while Arborwell is on site for the existing scheduled tree trimming. Vonne Barnes seconded the motion, which carried unanimously.

#### **TREASURER'S REPORT**

The Board reviewed the January financial statements. Kent Sanders moved to approve the financial statement for the period ending January 31, 2017, subject to year-end audit. Vonne Barnes seconded the motion, which carried unanimously.

Marjie Butterworth moved to approve the investment recommendation submitted by Karen Sennes of Merrill Lynch, dated January 16, 2018, to invest \$100,000 into a 36-month CD (2.4%), after a CD matures on February 26, 2018, with \$168,757 to remain liquid. Jerry Anderson seconded the motion, which carried unanimously.

#### **DELINQUENCY**

The Board reviewed the delinquency status matrix.

Marjie Butterworth moved to approve filing a lien on account number P0211-4. Kent Sanders seconded the motion, which carried unanimously.

#### **PRESIDENT'S REPORT**

Vonne Barnes reported on recent efforts in the opposition to the possible San Clemente toll road extension. Additionally, she discussed the pictures taken to document the St. Andrew's church parking lot, where it appears that the Caltrans I-5 and Ave. Pico widening project and retaining wall may have compromised the slope integrity in landslide areas.

#### **ARCHITECTURAL**

The Board reviewed the architectural tracking report. Marjie Butterworth moved to approve architectural applications 1697-18 through 1701-18. Jerry Anderson seconded the motion, which carried unanimously.

Jerry Anderson moved to approve sending a letter to the forty-one Montego homeowners who performed unauthorized architectural modifications, stating that the architectural applications are denied due to failing to follow proper procedure by obtaining final approval from the Master Association Board of Directors before performing the work. The Board requests that the applications be resubmitted, with three copies and all necessary plans, for the Master Board of Director's review. Administrative costs not to exceed \$200.00. Vonne Barnes seconded the motion, which carried unanimously.

#### **SLOPE MAINTENANCE**

The Board reviewed the slope maintenance expenditure chart, to track expenses. To date, \$45,584.75 has been spent on the Open Space behind Calle Empalme.

#### **CORRESPONDENCE**

The Board reviewed and discussed general correspondence that has taken place since the last Board meeting.

The Board reviewed and discussed correspondence from The Church of Jesus Christ of Latter-Day Saints requesting the Master Association's support of their request to the City, requesting to park churchgoer vehicles along Avenida Vista Montana on various occasions throughout the year. The Board came to the consensus that they oppose this request citing safety, aesthetic, and quality of life issues.

The Board reviewed correspondence regarding homeowners on Calle Ameno encroaching onto RSCCA property. The Board requested management to send responses reiterating their request to remove all personal development onto the RSCCA property, within the ninety (90) day time frame presented in the initial letter dated January 16, 2018. Failure to comply may result in legal action.

#### **UNFINISHED BUSINESS**

##### **Toll Road Extension**

Vonne Barnes summarized the resent TCA meeting she viewed electronically in regards to the proposed toll road extension near Rancho San Clemente Community Association.

The Board reviewed pictures of the worsening condition of St. Andrew's church parking lot where it appears that the Caltrans I-5 and Ave. Pico widening project and retaining wall may have compromised the slope integrity of landslide areas on the Specific Plan Geological map, which may include some homes along the top of the slope along Frontera by the I-5 and St.

Andrew's parking lot. The worsening condition was confirmed by soil core sampling, which took place on December 11, 2017, under the direction of Chelsea Jaeger, LGC Geotechnical, Inc.

**Knob Hill Fire**

The Board reviewed the correspondence and images, of the November 25, 2017 Knob Hill Fire near Avenida Pico and Calle Del Cerro, and reviewed trespassing into the Close Fire Zones, and the need for fencing and signage at the end of the city's Ridge Route Trail at Knob Hill.

**Lifetime Fitness Center**

The Board reviewed correspondence regarding the Life Time Fitness Termination of Maintenance Easement Agreement.

**Community Project Solvers Club**

The Board reviewed correspondence regarding recent efforts taken by the San Clemente High School's Community Problem Solving Club and project ideas to implement improvements such as 120 feet of fencing around the cul-de-sac at Knob Hill and ten signs along the Ridge Route Trail (RRT).

**Homeless/Transient Camps**

The Board reviewed an Agenda Report from the San Clemente City Counsel Meeting outlining provisions to expedite removal of camping paraphernalia such as butane tanks without notice in public and private owned Open Space areas during high fire risk, as per OCFA/CalFire and related correspondence.

**NEW BUSINESS**

**2018/2019 V-Ditch Repairs**

No discussion.

**License to Use Agreements**

The Board reviewed the License to Use Agreements and corresponding Exhibits between RSCCA and five (5) RSCCA homeowners.

**Quarterly Newsletter**

No discussion.

**ADJOURNMENT**

Marjie Butterworth moved to adjourn the meeting at 7:08 p.m. Vonne Barnes seconded the motion, which carried unanimously.

**NEXT MEETING**

The next Board of Directors meeting will be held on Thursday, March 8, 2018 at 6:00 p.m.

Submitted by: Allegra Cody, Recording Secretary

**End of File.**

Minutes approved this 12 day of April, 2018 by:

Vonne M Barnes  
Secretary or President of RSC Community Association