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**RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION**  
**GENERAL SESSION MEETING MINUTES**  
**Thursday, May 14, 2020**

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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 May 14, 2020, by telephonic conference. President Vonne Barnes noted that a **Quorum** was present and called the meeting to order at 5:51 p.m.

**BOARD MEMBERS PRESENT**

Vonne Barnes, President; Jerry Anderson, Vice President; Marjie Butterworth, Treasurer; Ellen McGuirk, Secretary; Robert Anderson, Director.

**Also Present**

Sheryl Sharp of Curtis Management was also present.

**EXECUTIVE SUMMARY**

President Vonne Barnes reported that the meeting Minutes were approved, member discipline was discussed, current legal matters were discussed, and delinquencies were reviewed during the Executive Session Board meeting.

**HOMEOWNER FORUM**

No homeowners were in attendance.

**DELEGATE FORUM**

**Montego** – Vonne Barnes

**Bella Vista** – Robert Anderson

**Vilamoura** – Marjie Butterworth

**Brisa Del Mar** – Ellen McGuirk – One week ago they were told that someone was coming in and tagging the park. They checked on it and there was a young individual that tagged several pieces of equipment and a manhole cover.

**Villagio I** – Jerry Anderson stated the Association was very thankful for the weed abatement that was done next to the association.

**APPROVAL OF THE MINUTES**

The Board reviewed the minutes of the General Session Meeting held on March 12, 2020. Marjie Butterworth moved to approve the General Session minutes as submitted. Vonne Barnes seconded the motion, which carried unanimously.

**CONSENT CALENDAR**

Marjie Butterworth moved to approve the Consent Calendar as listed below. Jerry Anderson seconded the motion, which carried unanimously.

1. Board Meeting Minutes of March 12, 2020
2. March and April 2020 Financial Statement subject to audit
3. March & April Bank Statements & Reconciliations
4. Civil Code §5380(b)(6) Board Resolution for transfers
5. Merrill Lynch Recommendations
6. Architectural Application Numbers 1950-20 through 1954-20
7. Necessary Emergency Irrigation Repair
8. Lien to be Recorded on Account RS-P1308-4; RS-P1604-2; RS-RP176-4; RS-VL075-5

**LANDSCAPE/TREES**

Monthly Progress Report

Phil Suffridge of South Coast Gardening was not present to summarize the April Monthly Progress Report due to Covid-19. The Board of Directors reviewed the report.

Landscape Proposals

The Landscape Committee has recommended removal of a large, fire hazardous, pine tree that is located behind 32 Calle Ameno.

Marjie Butterworth moved to approve removing, cleaning-up, and hauling away the large hazardous pine tree located behind 32 Calle Ameno in Sea Ridge Estates not to exceed \$1,150 expensed to account # 5224. Vonne Barnes seconded the motion, which carried unanimously.

**Landscape & OCFA Maintenance**

Vonne Barnes reported the Fuel Modification Crew is working diligently with OCFA to maintain our fire zone areas, and the Landscape Crew is continuing to plant and maintain our Common Areas. The crews have also checked and photographed the V-Ditches before rain events to ensure optimum drainage of run-off into the city’s Storm Drain System. The Landscape Crew has also repaired broken irrigation valves for our irrigation system.

Bistline Engineering is completing the annual weed abatement estimated to cost \$25,000.00. Board President Vonne Barnes has requested that city pay for fire zone maintenance along the City’s Utility Ridgeline Trail in accordance with CA Gov Code, Title 5, Chapter 6.8, §1182. The city has not yet responded to the request. The cost estimate is \$18,200.

The City has trimmed 5 pine trees on Del Cerro. Arborwell has offered a no-cost review of our Tipuana trees to check for Tipeu psyllid disease.

Unauthorized topping of trees has also been reported, as well as illegal bike jumps and trails in the Open Space.

**Landscape Inspection Requests**

All landscape requests are on hold due to Cov-19 for the safety of the committee and landscape contractor.

**ARCHITECTURAL**

The Board reviewed the architectural tracking report. Marjie Butterworth moved to approve architectural application 1955-20 through 1959-20 pending review by the Board by mail due to Covid-19. Vonne Barnes seconded the motion, which carried unanimously.

**CORRESPONDENCE**

No action required.

**UNFINISHED BUSINESS**

No action required.

**NEW BUSINESS**

No action required

**Emergency Items**

None at this time.

**ADJOURNMENT**

Marjie Butterworth moved to adjourn the meeting at 6:22 p.m. Jerry Anderson seconded the motion, which carried unanimously.

**NEXT MEETING**

The next Board of Directors meeting will be held on June 11, 2020 at 6:00 p.m.

Submitted by: Sheryl Sharp, Recording Secretary

**End of File.**

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Board Signature

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Date