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**RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
Thursday, September 14, 2017**

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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 September 14, 2017, in San Clemente, California. President Vonne Barnes noted that a **Quorum** was present and called the meeting to order at 6:00 p.m.

**BOARD MEMBERS PRESENT**

Vonne Barnes, President, Jerry Anderson, Vice President (Arrived at 6:11p.m.), Marjie Butterworth, Secretary and Bob Carson, Director.

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

**ABSENT**

Kent Sanders, Treasurer

**EXECUTIVE SUMMARY**

President Vonne Barnes reported that the meeting minutes were approved, current legal matters were discussed and delinquencies were reviewed.

**HOMEOWNER FORUM**

There was one (1) homeowner in attendance.

**DELEGATE FORUM**

**MONTEGO**

Vonne Barnes reported that a new top coat/sealing was completed on the asphalt within the property.

**VILAMOURA**

No report.

**RANCHO CRISTIANITOS**

Bob Carson reported that the annual perimeter fence painting is in progress.

**APPROVAL OF THE MINUTES**

The Board reviewed the minutes of the General Session Meeting held on July 13, 2017. Marjie Butterworth moved to approve the General Session minutes of July 13, 2017 as submitted. Jerry Anderson seconded the motion, which carried unanimously.

**LANDSCAPING**

Phil Suffridge of South Coast Gardening was present and summarized the August Monthly Progress Report submitted on September 1, 2017 for Board review.

Marjie Butterworth moved to ratify the emergency approval to install a quick coupler to provide water to complete the v-ditch repairs next to 70 Comino San Jose (controller 14), at a cost not to exceed \$1,000.00, expensed to account 5230. Vonne Barnes seconded the motion, which carried unanimously.

Jerry Anderson moved to ratify the emergency approval to repair clock 14 stations 6 and 10 at a cost not to exceed \$1,000.00, expensed to account 5230. Marjie Butterworth seconded the motion, which carried unanimously.

Jerry Anderson moved to ratify the emergency approval to replace the 2" valve on clock 21 on Calle Del Cerro, at a cost not to exceed \$1,000.00, expensed to account 5230. Marjie Butterworth seconded the motion, which carried unanimously.

Jerry Anderson moved to ratify the emergency approval to repair the broken valve wires on controller 16 on Vista Montana, at a cost not to exceed \$1,000.00, expensed to account 5230. Marjie Butterworth seconded the motion, which carried unanimously.

Jerry Anderson moved to ratify the emergency approval to repair the broken valve wires on controller 12, station 28 on Del Dios, at a cost not to exceed \$1,000.00, expensed to account 5230. Marjie Butterworth seconded the motion, which carried unanimously.

Marjie Butterworth moved to approve the proposal from South Coast Gardening dated July 12, 2017 to replant the North Side of Lower Del Cerro and Vista Montana, as per the Landscape Committee, at a cost not to exceed \$4,548.00, expensed to account 3130. Bob Car seconded the motion, which carried unanimously.

Bob Carson moved to approve the proposal from South Coast Gardening dated August 8, 2017 to remove two large trees located behind 607 Del Dios as per the Landscape Committee, at a cost not to exceed \$1,500.00, at the expense of the homeowner, expensed to account 5225. Vonne Barnes seconded the motion, which carried unanimously.

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

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

The Board reviewed the July and August financial statements. Bob Carson moved to accept the financial statements for the periods ending July 31, 2017 and August 31, 2017, subject to year-end audit. Jerry Anderson seconded the motion, which carried unanimously.

#### **DELINQUENCY**

The Board reviewed the delinquency status matrix.

Bob Carson moved to above filing a lien on account numbers HV040-3, P0212-2, P1704-4, RP164-1, SR038-2, V0809-2 and VL088-3. Jerry Anderson seconded the motion, which carried unanimously.

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

Vonne Barnes reported on recent efforts taken in opposition to the possible toll road installation/extension through Rancho San Clemente Community Association and near by areas.

#### **ARCHITECTURAL**

The Board reviewed the architectural tracking report. Vonne Barnes moved to approve architectural applications 1645-17 through 1664-17. Marjie Butterworth 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 and \$55,844.60 on V-ditch repairs.

#### **CORRESPONDENCE**

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

#### **UNFINISHED BUSINESS**

##### **City Water Refunds**

The Board had a brief discussion regarding the refund credit request for excess water charges on Account Nos.: 100534-01, 104368-01, 108378-02, 108459-02 and 108460-02, in the total amount of \$19,444.64. Bob Carson moved to approve Chris Bonkowski of IWB, LLP filling out an online complaint form on the City website in regards to this matter. Vonne Barnes seconded the motion, which carried unanimously.

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

The Board reviewed and discussed correspondence sent to the City regarding their collective opposition to the Toll Road Routes that are proposed to be installed through Rancho San Clemente Community Association and near by areas. The Board also discussed the Resolution that was submitted to the City, as well as other sub-associations that have submitted a Resolution. Additionally, President Vonne Barnes discussed the multiple TCA Meetings she has attended to present her opposition to the toll road extension project on behalf of RSCCA. An article and maps will be included in the October RSCCA newsletter.

##### **City Housing Element**

The Board reviewed correspondence sent to the California Department of Housing & Community Development regarding revisions to the Housing Element and the Pico-El Camino Real Emergency Shelter Zone Area.

#### **NEW BUSINESS**

##### **Increase Authority to Approve Emergency Repairs**

Bob Carson moved to approve authorizing President Vonne Barnes to approve necessary emergency repair proposals, not to exceed \$1,500.00. Marjie Butterworth seconded the motion, which carried unanimously.

**OCFA Fuel Mod Clearance/Maintenance**

The Board reviewed correspondence and images of required fire zone landscape maintenance in progress by South Coast Gardening within RSCCA. The Board additionally reviewed correspondence from Teri Merritt, Fire Prevention Specialist/Wildland Pre-Fire Management of the Orange County Fire Authority regarding inspections and progress.

**RDA Reserve Study Proposal**

Marjie Butterworth moved to approve the proposal from Reserve Data Analysis - California, LLC for a Reserve Study update without a field inspection, in the amount of \$395.00, expensed to account 5120. Vonne Barnes seconded the motion, which carried unanimously.

**No Trespassing Signs**

Bob Carson moved to approve the purchase of three new No Trespassing Signs by Creations Unlimited, at a cost not to exceed \$800.00, expensed to account number 5256. Marjie Butterworth seconded the motion, which carried unanimously.

**Quarterly Newsletter**

The Board discussed items to be included in the October newsletter.

**Emergency Items**

Bob Carson moved to approve the transfer of landscape ownership and maintenance letter of Lots, B, E, F, G, H, I and J of Tract 14759 and Lots B, E, F, G, I, J and K of Tract 12760 from RSCCA to Harbor View Estates with the amendment of removing the phrase "the now defunct" from the letter. Jerry Anderson seconded the motion, which carried unanimously.

**ADJOURNMENT**

Marjie Butterworth moved to adjourn the meeting at 7:00 p.m. Bob Carson seconded the motion, which carried unanimously.

**NEXT MEETING**

The next Board of Directors meeting will be held on Thursday, October 12, 2017 at 6:00 p.m.

Submitted by: Allegra Cody, Recording Secretary

End of File.

Minutes approved this 12 day of Oct, 2017 by:

  
Secretary or President of RSC Community Association