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**RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**Thursday, December 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 December 14, 2017, 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, Secretary Kent Sanders, Treasurer and Henry Lobdell, 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.

**ORGANIZATION**

Marjie Butterworth moved to approve appointing Vonne Barnes as President, Jerry Anderson as Vice President, Marjie Butterworth as Treasurer, Kent Sanders as Secretary and Henry Lobdell as Director. Henry Lobdell seconded the motion, which carried unanimously.

**HOMEOWNER FORUM**

One (1) homeowner was in attendance.

**DELEGATE FORUM**

**MONTEGO**

No report.

**VILAMOURA**

Marjie Butterworth reported that homeowners within Vilamoura have expressed concern regarding unauthorized activity within RSCCA.

**VILLAGIO I**

Jerry Anderson reported that Villagio I recently had the curbs painted and traffic signage replaced.

**RANCHO CRISTIANITOS**

No report.

**APPROVAL OF THE MINUTES**

The Board reviewed the minutes of the General Session Meeting held on November 9, 2017. Marjie Butterworth moved to approve the General Session minutes of November 9, 2017 as submitted. Jerry Anderson seconded the motion, Henry Lobdell abstained, motion carried.

**LANDSCAPING**

The Board reviewed the November Monthly Progress Report submitted on December 1, 2017 for Board review.

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

**TREASURER'S REPORT**

The Board reviewed the November financial statements. Henry Lobdell moved to accept the financial statement for the period ending November 30, 2017, subject to year-end audit. Marjie Butterworth seconded the motion, which carried unanimously.

**DELINQUENCY**

The Board reviewed the delinquency status matrix.

Marjie Butterworth moved to approve filing liens on account numbers P1306-4, SR011-1 and V1031-3. Henry Lobdell 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 and the TCA meeting she attended on December 14, 2017 during which she did a power point presentation.

#### **ARCHITECTURAL**

The Board reviewed the architectural tracking report. Vonne Barnes moved to approve architectural applications 1680-17 through 1692-17. Marjie Butterworth seconded the motion, which carried unanimously.

#### **SLOPE MAINTENANCE**

The Board reviewed the slope maintenance expenditure chart, to track expenses. To date, \$54,629.00 has been spent on OCFA fuel modification zones and \$45,584.75 on the Open Space behind Calle Empalme.

#### **CORRESPONDENCE**

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

#### **UNFINISHED BUSINESS**

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

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 been compromised the slope integrity of landslide areas on the Specific Plan Geological map, which include some homes along the top of the slope along Frontera by the I-5 and St. Andrew's parking lot.

The Board 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 nearby areas.

##### **OCFA Fuel Mod Clearance/Maintenance**

The Board discussed the OCFA's instructions to redirect all manpower from regular maintenance to additional fire zone clearance.

##### **Lifetime Fitness Center**

No discussion.

##### **City of San Clemente Water Rate Increase**

The Board reviewed bar graphs and a spreadsheet of RSCCA Annual Irrigation Cost Projection from 2018-2022 as well as correspondence sent by President Vonne Barnes to the City of San Clemente protesting the proposed water rates increase.

#### **NEW BUSINESS**

##### **Knob Hill Fire**

The Board reviewed images of a fire that occurred on the north side of Knob Hill along Pico and over the ridge moving down the side of Knob Hill towards Calle Del Cerro.

##### **Community Project Solvers Club**

The Board reviewed correspondence in regards to the San Clemente High School Community Problem Solvers Club who presented in front of the City Counsel regarding 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). Vonne Barnes announced that the Problem Solvers Club will be meeting with the Mayor on Monday, December 18, 2017. Additionally, the Board reviewed a letter sent to an editor at the SC Times to be included in the next edition, regarding the Problem Solvers Club's recent efforts in this matter.

##### **2018-19 Reserve Study**

Marjie Butterworth moved to approve the Reserve Study as submitted by RDA Reserve Analysis Report Summary, to be mailed to the membership with the upcoming budget and annual disclosure mail out. Jerry Anderson seconded the motion, which carried unanimously.

##### **2018-19 Proposed Budget**

Marjie Butterworth moved to approve the draft Budget as submitted for April 1, 2018 through March 31, 2019, for the increased amount of \$149 per unit, per quarter. Jerry Anderson seconded the motion, which carried unanimously.

**South Coast Gardening Proposal**

Marjie Butterworth moved to approve the proposal from South Coast Gardening dated November 2, 2017 to add an additional 2-man crew on a monthly basis starting April 1, 2018, to address fuel modification zones and weed abatement areas throughout RSCCA, for the total amount of \$18,600. Jerry Anderson seconded the motion, Henry Lobdell abstained, motion carried.

**2018-19 Collection Policy**

Marjie Butterworth moved to approve the Collection Policy for 2018 and 2019 as it currently stands. Jerry Anderson seconded the motion, which carried unanimously.

**Quarterly Newsletter**

No discussion.

**ADJOURNMENT**

Marjie Butterworth moved to adjourn the meeting at 6:56 p.m. Vonne Barnes seconded the motion, which carried unanimously.

**NEXT MEETING**

The next Board of Directors meeting will be held on Thursday, January 11, 2017 at 6:00 p.m.

Submitted by: Allegra Cody, Recording Secretary

**End of File.**

Minutes approved this 11 day of January, 2017 by:

Vonne M Barnes  
Secretary or President of RSC Community Association