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**RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION
COMMUNITY MANAGER'S REPORT**

**BOARD OF DIRECTORS
MEETING**

**November 10, 2016
6:00 p.m.**

**St. Andrew's Church
2001 Calle Frontera**

Sheryl Sharp, Community Association Manager

AGENDA

***REQUIRES BOARD ACTION**

- CALL TO ORDER:** - No later than 6:00 p.m.
EXECUTIVE SESSION SUMMARY: - Board to present summary of Executive Session discussions.
HOMEOWNER FORUM: - Oral Communications for homeowners. Each owner has 3 minutes.
DELEGATE FORUM: - Each Delegate to report on their sub-association activity.

Bella Vista	Rancho Cristianitos	Villagio I
Brisa Del Mar	Richmond Pointe	Villagio II
Harbor View Estates	Seacrest Apts.	Vista Pacifica
Montego	Sea Ridge Estates	Avana
Pacific Shores	Vilamoura	

- MINUTES:** * Board Meeting minutes of October 13, 2016 for review and amend or approve; Annual Meeting minutes for review only.
- LANDSCAPE/TREES:** - Monthly Progress Report
- Landscape Committee to report on items since last meeting.
- Landscape Inspection Requests.
- Landscape Proposals.
- TREASURER'S REPORT:** * Treasurer Karel Rocha to report on the September financial to review/accept, subject to audit.
- DELINQUENCY:** * Delinquency Status – Analysis for review.
- PRESIDENT'S REPORT:** - President Vonne Barnes to report.
- ARCHITECTURAL:** - Architectural Tracking Report – Report for review.
* Architectural Applications – Board to review application numbers 1528-16 through 1535-16 to be approved.
- CORRESPONDENCE:** - General Correspondence – Received and sent since the last Board meeting.
- SLOPE MAINTENANCE:** - Expenditures for slope maintenance for review.
- UNFINISHED BUSINESS:** * 1. Calle Del Cerro Traffic/Request for Stop Sign
2. City Enforcement/SB2 Homeless Shelter/Ridge Route Trail/City Fire Hazard and Dead Trees/Mitigate Bike Trails
3. Lot Ownership and Maintenance
- NEW BUSINESS:** * 1. Temporary Right of Entry Agreement
2. 2016/17 Year-end Tax Returns and Audit Proposal
3. Quarterly Newsletter – Due to go out in December
4. Emergency Items
- NEXT MEETING:** - The next Board of Directors meeting is scheduled for **December 8, 2016** at 6:00 p.m., St. Andrew's Church, San Clemente.
- ADJOURNMENT:** - No later than 8:00 p.m.