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

**BOARD OF DIRECTORS
MEETING**

**May 12, 2016
6:00 p.m.**

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

Sheryl Sharp, Community Association Manager

AGENDA

***REQUIRES BOARD ACTION**

CALL TO ORDER:

EXECUTIVE SESSION SUMMARY:

HOMEOWNER FORUM:

DELEGATE FORUM:

- No later than 6:00 p.m.
- Board to present summary of Executive Session discussions.
- Oral Communications for homeowners. Each owner has 3 minutes.
- 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 April 7, 2016 for review and amend or approve; Annual Meeting minutes for review only.**

LANDSCAPE/TREES:

- Monthly Progress Report
- Landscape Committee – Report since last meeting.
- Landscape Inspection Requests.

TREASURER'S REPORT:

- * Treasurer Karel Rocha to report on the April financial to review/accept, subject to audit.

PRESIDENT'S REPORT:

DELINQUENCY:

ARCHITECTURAL:

- President Vonne Barnes to report.
- * Delinquency Status – Analysis for review.
- Architectural Tracking Report – Report for review.
- * Architectural Applications – Board to review application numbers 1459-16 through 1468-16 to be approved.

CORRESPONDENCE:

SLOPE MAINTENANCE:

- General Correspondence – Received and sent since the last Board meeting.
- Expenditures for slope maintenance for review.

UNFINISHED BUSINESS:

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 1. V-ditch repairs
 2. Calle Del Cerro Traffic
 3. Slope area behind Calle Empalme / OCFA
 4. Lot Ownership and Maintenance
 5. Web Master

NEW BUSINESS:

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 1. Open Space Maintenance Response Template.
 2. Tennis Club.
 3. Annual City Fire Abatement Mowing.
 4. Quarterly Newsletter – Due to go out in June
 5. Emergency Items

NEXT MEETING:

- The next Board of Directors meeting is scheduled for **June 9, 2016** at 6:00 p.m., St. Andrew's Church, San Clemente.

ADJOURNMENT:

- No later than 8:00 p.m.