
RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Thursday, February 9, 2017

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 February 9, 2017, in San Clemente, California. President Vonne Barnes noted that a **Quorum** was present and called the meeting to order at 6:03 p.m.

BOARD MEMBERS PRESENT

Vonne Barnes, President; Marjie Butterworth, Secretary and Jerry Anderson, Director

Sheryl Sharp of Curtis Management was also present.

The Board reviewed correspondence from Board member Karel Rocha regarding his formal resignation due to personal matters; the Board accepted his resignation from the Board of Directors.

Marjie Butterworth moved to approve appointing Bob Carson to fill the term of the vacant Board of Directors position. Jerry Anderson seconded the motion, which was carried unanimously.

Bob Carson moved to approve appointing Kent Sanders to fill the term of the vacant Board of Directors position. Jerry Anderson seconded the motion, which was carried unanimously.

EXECUTIVE SUMMARY

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

No report.

RANCHO CRISTIANITOS

No report.

VILLAGIO I

No report.

VILAMOURA

No report.

APPROVAL OF THE MINUTES

The Board reviewed the minutes of the General Session Meeting held on January 12, 2017. Marjie Butterworth moved to approve the General Session minutes of January 12, 2017 as submitted. Jerry Anderson seconded the motion, which was carried unanimously.

LANDSCAPING

Phil Suffridge summarized the January Monthly Progress Report submitted for Board review on February 1, 2017.

The Board reviewed photos showing the RSCCA v-ditches clear of debris to allow optimal drainage verifying due diligence of maintenance prior to rain events, including past areas of concern such as the slope above 806 El Berro and 40 Via Zaragoza.

The Board reviewed photos showing clear v-ditches and drains on the slope above 924 Rio Lindo where RSCCA reengineered a new drain.

Vonne Barnes disclosed that the stairway leading from Montego down to Calle Aquila is owned by the city, and that Tom Bonigut, department of public works, responded that repairs will be scheduled.

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

TREASURER'S REPORT

The Board reviewed the January financial statement. Jerry Anderson moved to accept the financial statement for the period ending January 31, 2017, subject to year-end audit. Bob Carson seconded the motion, which was carried unanimously.

Jerry Anderson moved to approve modifying the check signing procedure for operating account expenses, requiring only one signature, by the Board President or Treasurer. Bob Carson seconded the motion, which was carried unanimously.

Marjie Butterworth moved to approve the investment recommendation from Merrill Lynch dated January 20, 2017 to invest \$50,000 of liquid funds into a 24-month CD (1.55%), \$50,000 of liquid funds into a 30-month CD (1.50%) and \$50,000 into a 36-month (1.8%) after the CD matures of March 1, 2017. \$128,847 to remain liquid. Bob Carson seconded the motion, which was carried unanimously.

DELINQUENCY

Bob Carson moved to approve filing a lien on account number V2101-2. Jerry Anderson seconded the motion, which was carried unanimously, expensed to account number 5156.

PRESIDENT'S REPORT

Vonne Barnes briefly reviewed the 2017-2018 Budget and notice of adopting an Enforcement Policy for the Master Association that was mailed to the membership.

ARCHITECTURAL

The Board reviewed the architectural tracking report. Jerry Anderson moved to approve architectural applications 1554-17 through 1585-17. Bob Carson seconded the motion, which was carried unanimously.

CORRESPONDENCE

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

SLOPE MAINTENANCE

The Board reviewed the slope maintenance expenditure chart, to track expenses of \$34,784.75 to maintain fire abatement areas on the Open Space behind Calle Empalme and \$16,033.94 on the Columbo slope.

UNFINISHED BUSINESS

City Enforcement/SB2 Homeless Shelter/Ridge Route Trail/City Fire Hazard & Dead Trees/Mitigate Bike Trails

The Board reviewed correspondence sent to the City of San Clemente requesting Police Patrol and reporting unauthorized activity of bike riders trespassing, digging holes, making bike ramps, and removing sandbags on RSCCA above Pacific Shores. RSC will install additional "No Trespassing" signs on RSC slope areas to preserve the watershed, prevent slope damage, and reduce bare areas.

Lot Ownership And Maintenance

No discussion.

Enforcement Policy

The Board had a brief discussion regarding the notice of adopting an Enforcement Policy for the Master Association that was mailed to the membership.

NEW BUSINESS

City Water Refunds

Jerry Anderson moved to approve the Letter of Demand to James Makshanoff, city manager, drafted by Chris Bonkowski of IWB, LLP for the refund credit 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. Marjie Butterworth seconded the motion, which was carried unanimously.

OCFA Grant Program

The Board reviewed correspondence regarding RSC's \$500 "Wildfire Community Preparedness Day" grant application to the National Fire Protection Agency (NFPA) for a fire abatement project along the Empalme slope area.

Quarterly Newsletter

No discussion.

Emergency Items

Bob Carson moved to approve appointing Kent Sanders as Treasurer, Jerry Anderson as Vice President and Bob Carson as Member at Large. Marjie Butterworth seconded the motion, which was carried unanimously. Vonne Barnes to remain President and Marjie Butterworth to remain as Secretary.

ADJOURNMENT

Vonne Barnes moved to adjourn the meeting at 7:00 p.m. Jerry Anderson seconded the motion, which was carried unanimously.

NEXT MEETING

The next Board of Directors meeting will be held on Thursday, March 9, 2017 at 6:00 p.m.

Submitted by: Allegra Cody, Recording Secretary

End of File.

Minutes approved this 9 day of March, 2017 by:

Vonne Barnes
Secretary or President of RSC Community Association