
RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
Thursday, April 12, 2018

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 April 12, 2018, in San Clemente, California. President Vonne Barnes noted that a **Quorum** was present and called the meeting to order at 6:09 p.m.

BOARD MEMBERS PRESENT

Vonne Barnes, President, Jerry Anderson, Vice President, Marjie Butterworth, Treasurer Kent Sanders, Secretary 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.

HOMEOWNER FORUM

There were no homeowners in attendance.

DELEGATE FORUM

MONTEGO

No report.

VILAMOURA

No report.

VILLAGIO I

No report.

BELLA VISTA

Delegate was present to discuss asphalt contractors.

APPROVAL OF THE MINUTES

The Board reviewed the minutes of the General Session Meeting held on February 8, 2018. Jerry Anderson moved to approve the General Session minutes of February 8, 2018 as submitted. Vonne Barnes seconded the motion, which carried unanimously.

LANDSCAPE/TREES

Phil Suffridge summarized the April Monthly Progress Reports submitted by South Coast Gardening for Board review.

Phil Suffridge discussed the condition of the RSCCA V-Ditches are cleared and photographed by South Coast Gardening prior all forecasted rain events.

The Board reviewed the landscape inspection request log and correspondence and images from the Landscape Committee pertaining to recent landscape and irrigation maintenance efforts.

Marjie Butterworth moved to ratify the emergency approvals of repairs to controller 1 on Calle Del Cerro, at a cost not to exceed \$1,000.00 and controller 16 on Vista Montana at a cost not to exceed \$1,250.00. Vonne Barnes seconded the motion, which carried unanimously.

TREASURER'S REPORT

The Board reviewed the January financial statements. Marjie Butterworth moved to approve the financial statements for the periods ending February 28, 2018 and March 31, 2018, subject to year-end audit. Vonne Barnes seconded the motion, which carried unanimously.

Jerry Anderson moved to approve the investment recommendation submitted by Karen Sennes of Merrill Lynch, dated March 23, 2018, to invest \$100,000 into a 36-month CD (2.75%), after a CD matures on May 1, 2018, with \$164,463 to remain liquid. Kent Sanders seconded the motion, which carried unanimously.

DELINQUENCY

The Board reviewed the delinquency status matrix.

Marjie Butterworth moved to approve filing liens on account numbers M0006-3, P1208-3, P1807-2, V1034-3 and VL067-3. Jerry Anderson seconded the motion, which carried unanimously.

PRESIDENT'S REPORT

No report.

ARCHITECTURAL

The Board reviewed the architectural tracking report. Jerry Anderson moved to approve architectural applications 1702-18 through 1731-18. 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.

CORRESPONDENCE

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

The Board reviewed and discussed correspondence regarding The Church of Jesus Christ of Latter-Day Saints requesting the Master Association's support of their request to the City, requesting to park churchgoer vehicles along Avenida Vista Montana on various occasions throughout the year. The Board sent a notice on March 27, 2018 to the President of the church opposing this request citing safety, aesthetic, and quality of life issues.

UNFINISHED BUSINESS

Toll Road Extension

Vonne Barnes reported on recent efforts taken on behalf of the Board of Directors in opposition to the proposed toll road extension. The Board reviewed correspondence and maps pertaining to the proposed toll road extension near Rancho San Clemente Community Association.

Homeless/Transient Camps

The Board reviewed correspondence concerning City Ordinances addressing transient camps and the procedure for requesting camps to be removed from within the RSCCA property.

Lifetime Fitness Center

The Board reviewed correspondence regarding the Life Time Fitness Termination of Maintenance Easement Agreement as well as the demolition and grading of the building and land.

2018/2019 V-Ditch Repairs

Vonne Barnes briefly discussed the upcoming v-ditch repairs.

Board Code of Ethics

The Board reviewed and discussed the Board Code of Ethics, which was provided to all Board members to sign and put on file with the Association. At the time of the meeting, Marjie Butterworth, Jerry Anderson and Vonne Barnes signed and returned their copies.

NEW BUSINESS

Architectural Review Process

Jerry Anderson moved to approve the revisions to the Application for Architectural Control Committee Approval and Agreement. Kent Sanders seconded the motion, which carried unanimously. The Board resolved to send a cover letter, the updated application as well as the ARC Approval Procedures and Standards to all of the sub-association management companies.

Vonne Barnes reported that the RSCCA ARC Approval Procedures and Standards will be included in the 2019 Annual Budget and Disclosures.

Annual Mowing for Weed Abatement

Jerry Anderson moved to approve the proposal from Bistline Engineering dated March 26, 2018 for the annual mowing and weeding along the RRT, in the amount of \$24,640.00, expensed to account number 5223. Marjie Butterworth seconded the motion, which carried unanimously.

Insurance Renewal

Marjie Butterworth moved to ratify the approval of the insurance renewal proposal from Armstron/Robitaille/Riegle with the effective dates of March 25, 2018 through March 25, 2019, with an annual premium of \$10,881.00, expensed to account 5150. Kent Sanders seconded the motion, which carried unanimously.

Lobo Elementary Maintenance Easement

No discussion.

Gift Certificate Disclosure

The Board came the consensus that it was appropriate for President Vonne Barnes to accept the restaurant gift card in the amount of \$200, which was gifted by Curtis Management Company.

SDG&E Time of Use Plan

The Board reviewed the notices received from SDG&E and resolved to not respond to the notice, which will result in the accounts defaulting to plan "TOU-DR1."

Quarterly Newsletter

No discussion.

ADJOURNMENT

Marjie Butterworth moved to adjourn the meeting at 7:25 p.m. Vonne Barnes seconded the motion, which carried unanimously.

NEXT MEETING

The next Board of Directors meeting will be held on Thursday, May 10, 2018 at 6:00 p.m.

Submitted by: Allegra Cody, Recording Secretary

End of File.

Minutes approved this 10 day of May, 2018 by:


Secretary or President of RSC Community Association