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**RANCHO SAN CLEMENTE COMMUNITY ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**Thursday, December 8, 2016**

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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 8, 2016, in San Clemente, California. President Vonne Barnes noted that a **Quorum** was present and called the meeting to order at 6:15 p.m.

**BOARD MEMBERS PRESENT**

Vonne Barnes, President; Marjie Butterworth, Secretary and Jerry Anderson, Director (via telephone conference call from 6:15 to 6: 21 p.m.)

**BOARD MEMBERS ABSENT**

Karel Rocha, Treasurer

Sheryl Sharp of Curtis Management was also present.

**EXECUTIVE SUMMARY**

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**

No discussion.

**APPROVAL OF THE MINUTES**

The Board reviewed the minutes of the General Session Meeting held on November 10, 2016. Marjie Butterworth moved to approve the General Session minutes of November 10, 2016 as submitted. Vonne Barnes seconded the motion, motion carried; Jerry Anderson abstained from voting.

**LANDSCAPING**

The Board reviewed the November Monthly Progress Report submitted for Board review on December 1, 2016.

Marjie Butterworth moved to approve the proposal from South Coast Gardening dated February 25, 2014 to relocate 140 feet of 2 ½ Mainline pipe, Irrigation Control Wires, and a 1 1/2 inch Brass Valve located in the back yards of 24 and 26 Calle Ameno as per the landscape committee, in the amount of \$3,006.00, expensed to account number 3130. Vonne Barnes seconded the motion, which was carried unanimously.

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

**TREASURER'S REPORT**

The Board reviewed the November 2016 financial statement. Vonne Barnes moved to accept the financial statement for the period ending November 30, 2016, subject to year-end audit. Marjie Butterworth seconded the motion, which was carried unanimously.

**PRESIDENT'S REPORT**

No report.

**DELINQUENCY**

Vonne Barnes moved to approve filing a lien on account numbers HV043-1 and P1502-2. Marjie Butterworth seconded the motion, which was carried unanimously, expensed to account number 5156.

**ARCHITECTURAL**

The Board reviewed the architectural tracking report. Vonne Barnes moved to approve architectural applications 1539-16 through 1545-16. Marjie Butterworth 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, which reflects \$5,859.75 on the Open Space behind Calle Empalme.

#### **UNFINISHED BUSINESS**

##### **Calle Del Cerro Traffic**

No discussion.

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

No discussion.

##### **Lot Ownership And Maintenance**

The Board reviewed the "Lot Ownership Information for Slope Areas" spreadsheet, outlining APN#, Lot #, Tract #, Ownership and location. Marjie Butterworth moved to approve the invoice for obtaining deeds and documents for the spreadsheet preparation from Sheryl Sharp for 11 hours at \$75 per hour, in the amount of \$825.00, expensed to account 5158. Vonne Barnes seconded the motion, which was carried unanimously.

#### **NEW BUSINESS**

##### **Easement for Lot Maintenance**

Jerry Anderson moved to approve a land survey to be completed by Mike Tortomasi of Landmark Surveying, Inc., of the land above Harbor View to mark property lines for the ownership transfer, in the amount not to exceed \$2,000.00 each, expensed to account 3126. Vonne Barnes seconded the motion, which was carried unanimously.

##### **Lots Adjacent to Calle Empalme**

No discussion.

##### **Rules and Regulations for Master Property**

The Board had a brief discussion about drafting an violation policy for RSCCA for rule enforcement within the Master Association.

##### **Irrigation Meters to be Corrected by the City**

President, Vonne Barnes reported that the meters have been corrected both Zero Vista Montana water meters for accurate billing based on usage.

##### **Arborwell Proposal**

Marjie Butterworth moved to approve Estimate E88374 from Arborwell Professional Tree Management dated November 19, 2016 for the tree trimmings, in the amount of \$31,417.50, expensed to account number 5226. Vonne Barnes seconded the motion, which was carried unanimously.

##### **Monument Lighting**

The Board reviewed correspondence regarding vandalism that occurred at the monument lighting.

##### **Quarterly Newsletter**

The Winter Newsletter is scheduled to go out with the January 2017 billing statement.

#### **ADJOURNMENT**

Marjie Butterworth moved to adjourn the meeting at 6:25 p.m. Vonne Barnes seconded the motion, which was carried unanimously.

**NEXT MEETING**

The next Board of Directors meeting will be held on Thursday, January 12, 2016 at 6:00 p.m.

Submitted by: Allegra Cody, Recording Secretary  
**End of File.**

Minutes approved this 12 day of January, <sup>2017</sup>2016 by:

*Vonne Barnes*  
Secretary of President of RSC Community Association