

Rancho Cielo Homeowners Association

Meeting of the Board of Directors

March 27, 2012

Location:

The meeting of the Rancho Cielo Homeowners Association was held at the offices of the Trabuco Canyon Water District.

Directors Present:

Len Malena, Rod Miller and Alan Neilson.

Call to Order:

The meeting was called to order at 7:05 PM.

It was noted that we did not have a quorum of owners present at the meeting in person, by proxy or by ballot necessary to conduct the annual meeting and election.

Homeowners Discussion

There were no owners present at the meeting.

The Board reviewed an e-mail from Ms. Lippincott of 31801 Via Allegre and Mr. Balding of 32053 Camino del Cielo in which they were writing about alleged criminal activity by another resident within the community. The Board agreed to discuss this matter in closed session.

The Board reviewed an e-mail from Ms. Miller of 21761 Via del Lago in which she noted that she would be painting the iron fence at the back of her home.

The Board reviewed an e-mail from Ms. He of 32096 Rancho Cielo in which she stated she was in the process of repairing her lawn as requested.

The Board reviewed an e-mail from Mr. Pingree in reference to the property he manages at 21781 Ambrosia. Mr. Pingree noted the owner had approved the installation of the property drain system at the curb as requested.

Minutes & Financial Reports

A motion was made by Mr. Malena, 2nd by Mr. Miller to approve the February 2012 meeting minutes as submitted. All in favor, motion carried.

A motion was made by Mr. Miller, 2nd by Mr. Malena to approve the February 2012 financial statement as submitted. All in favor, motion carried.

Management Report

The Board reviewed the prior month's action items list.

The Board reviewed the annual planner for the month of March 2012.

The Board reviewed the community inspection report and the home inspection report for the past month as provided by the manager.

The manager provided an updated accounts receivable report to the Board. A motion was made by Mr. Malena, 2nd by Mr. Miller to lien RAN-126 and RAN-240 for non-payment of the assessments. All in favor, motion carried. A motion was made by Mr. Malena, 2nd by Mr. Miller to foreclose RAN-173 and RAN-186 for non-payment of the assessments, subject to verification of equity in the properties. All in favor, motion carried. A motion was made by Mr. Miller, 2nd by Mr. Malena to charge-off RAN-042-02 and RAN-126-01 as non-collectable accounts. All in favor, motion carried.

The manager provided copies of bids that he had obtained for the association's master insurance policy.

The Board received the updated reserve study report from Reserve Data Analysis. The manager will draft a revision of the association's balance sheet in accordance with the new financial review.

It was noted that no further communication had been received from Verizon Wireless on the proposed easement.

It was noted that the manager had filed the 2012 report with the California State Board of Equalization.

Landscape

The Board tabled the tree trimming bid and a bid for planting at the front entry wall that were provided by Vandergeest Landscape.

It was noted that Vandergeest had not yet provided the bids to renovate the grass lawn areas at the park and to remove the existing grass and replace the grass with drought-tolerant plants.

It was noted that the TCWD had completed the annual back-flow testing.

Security

The Board received copies of the monthly inspection reports provided by Nordic Security.

It was noted that the camera system from Costco had been ordered as approved. The manager will also purchase two remote cameras for the system that can be installed at the pool area.

Old Business

It was noted that Three Phase Electric was working on the approved lighting project and that they were still awaiting the installation of the new meter by Edison.

New Business

The Board reviewed a bid for painting from Premier Painting. A motion was made by Mr. Miller, 2nd by Mr. Neilson to approve a budget of \$6,950.00 for the painting of the wood trim, trellis and beams at the entrance, pool area, pool restrooms & pump house and the

guard house. All in favor, motion carried. The Board also approved a budget of \$500.00 for wood repairs that may be needed. All in favor, motion carried.

The Board reviewed a bid from Taylor Tennis Courts to replace the basketball back board. After much discussion, the Board approved a bid from Taylor to replace the backboard at a cost not to exceed \$2,200.00 for all parts and installation labor.

Adjournment

There being no further business, the meeting was adjourned into closed session to review the e-mails from Ms. Lippincott and Mr. Balding of at 8:00 P.M.

Submitted by:

Jack L. Williams
Acting Secretary