

# **Rancho Cielo Homeowners Association**

Meeting of the Board of Directors

**February 26, 2013**

## **Location:**

The meeting of the Rancho Cielo Homeowners Association was scheduled to be held at the offices of the Trabuco Canyon Water District. The offices were not open and the meeting was relocated to the home of Mr. Neilson at 31945 La Subida Drive.

## **Directors Present:**

Darryl Wheeler, Rod Miller and Alan Neilson.

## **Call to Order:**

The meeting was called to order at 7:00 PM.

## **Annual Meeting and Election:**

It was noted that a quorum needed to conduct the annual meeting and election had not been obtained and the annual meeting was adjourned to March 2013.

## **Homeowners Discussion**

The Board reviewed an e-mail from Mr. Barakat of 21802 Via del Lago. The Board also received a Home Improvement application for the planting of the back slope on the property. The mater was referred to the Architectural Committee.

## **Minutes & Financial Reports**

A motion was made by Mr. Miller, 2<sup>nd</sup> by Mr. Neilson to approve the January 2013 meeting minutes as submitted. All in favor, motion carried.

A motion was made by Mr. Miller, 2<sup>nd</sup> by Mr. Neilson to approve the January 2013 financial statement as submitted. All in favor, motion carried.

It was noted that several CD's were scheduled to mature in March 2013. The Board instructed the manager to not roll-over the CD's and to put the funds into the association's money market account.

The Board asked the manager to reallocate the "Unallocated Reserve" account on the balance sheet. The money will be distributed in accordance with the percentages noted in the most recent reserve study report.

## **Management Report**

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

The Board reviewed the annual planner for the month of February 2013.

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. Wheeler, 2<sup>nd</sup> by Mr. Neilson to file a lien against RAN-232 for non-payment of assessments. All in favor, motion carried.

A motion was made by Mr. Miller, 2<sup>nd</sup> by Mr. Neilson to charge-off RAN-107-01 as a non-collectible account. All in favor, motion carried.

### **Landscape**

It was noted the manager would be meeting with Chris Curr of Vandergeest Landscape on March 8, 2013 at 8:00 AM to finalize the trees for trimming and to address the problems with the renovation of the grass lawns.

### **Old Business**

The manager informed the Board that he had met with Three Phase Electric on the installation of the new landscape lights. It was noted that three lights had yet to be installed. The Board agreed to revise the billing with the deduction for the lights that had not been installed and pay the bill.

The manager updated the Board on the efforts underway with Verizon on the proposed easement vote. It was noted that they had submitted a revised agreement. The manager informed the Board that he had asked Verizon to pay for the association's attorney to review the agreement and revise if necessary at their expense. A motion was made by Mr. Miller, 2<sup>nd</sup> by Mr. Neilson to approve the agreement after review and if necessary revised by the association's attorney. All in favor, motion carried. The Board authorized Mr. Wheeler to sign the final agreement on behalf of the association.

It was noted that loose roof tiles on the pool house roof had been replaced.

It was noted that the (tire and playhouse) were removed from the "gulley area" as requested.

### **New Business**

The Board met with Rocco Campanozzi of Mission Landscape to review the plans and recent bids submitted for the entry gate renovation. The Board provided input to Mr. Campanozzi on changes and bid options they wanted him to make.

### **Adjournment**

There being no further business, the meeting was adjourned into closed session to discuss the requests for fine reversals at 8:09 P.M.

Submitted by:

Jack L. Williams  
Acting Secretary