

Rancho Cielo Homeowners Association

Meeting of the Board of Directors

March 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.

Directors Present:

Darryl Wheeler, Rod Miller, Alan Neilson and Len Malena.

Annual Election Call to Order:

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

Annual Meeting and Election:

It was noted that a quorum needed to conduct the annual meeting and election had been obtained. It was noted that Darryl Wheeler, Rod Miller, Alan Neilson and Len Malena were re-elected to the Board.

A motion was made and 2nd to approve the annual IRS Resolution that would allow the association to transfer any earnings net of reserves into the association's reserve accounts. All in favor, motion carried.

Motions were made and 2nd with all in favor to appoint the Board Members to the following positions: (President, Mr. Wheeler), (Vice President, Mr. Malena), (Secretary, Mr. Neilson) and (Treasurer, Mr. Miller).

Regular Meeting Call to Order:

The meeting was called to order at 7:20 PM.

Homeowners Discussion

Ms. Ruff of 21771 Hermosa was present at the meeting.

The Board reviewed a letter from Mr. Young of 32172 Rancho Cielo in which he was reporting a street light outage. It was noted the matter was called into the Edison Company.

Minutes & Financial Reports

A motion was made by Mr. Neilson, 2nd by Mr. Miller to approve the February 2013 meeting minutes as submitted. Mr. Malena abstained from the vote due to the fact he was not present at the meeting. All in favor, motion carried.

A motion was made by Mr. Miller, 2nd by Mr. Malena to approve the February 2013 financial statement as submitted. All in favor, motion carried.

The Board asked the manager to reallocate the reserve accounts on the balance sheet in accordance with the most current reserve study.

Mission Landscape

The Board met with Rocco Campanozzi of Mission Landscape to review the plans and bids for the renovation of the front entrance gates.

Management Report

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

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

Landscape

It was noted the manager and some Board members met with Chris Curr of Vandergeest Landscape on March 8, 2013. The meeting was held to finalize the tree trimming specifications and to address the problems with the renovation of the grass lawns. A motion was made by Mr. Miller, 2nd by Mr. Neilson to approve the proposed tree trimming and selective removal work at a budget of \$16,000.00. It was noted that Vandergeest would be starting the tree trimming asap and would also be working on the test area for the lawn renovation.

The Board noted they wanted the landscapers to maintain the Boxwood hedge at the front entrance landscape island at a maximum height of one foot.

Security

The manager received complaints about the performance of the evening guard. The manager will report the matter to Nordic Security.

Old Business

It was noted that that the association's attorney had reviewed and revised the agreement with Verizon. It was further noted the Board President had signed the agreement as approved.

It was noted that the spa re-plastering work would start within the next few days.

New Business

The Board reviewed bids for the repair and repainting of the common iron fencing and for the repair/replacement and painting of some landscape wood beams and the repair and painting of the common area pool area gazebo. A motion was made by Mr. Wheeler, 2nd by Ms. Malena to approve the bid from Premier Painting and Construction in the amount of \$14,250.00. All in favor, motion carried.

A motion was made by Mr. Miller, 2nd by Mr. Neilson to approve a bid from Aquatrends to repair the heater vent pipe in the pool equipment room at a cost of \$746.64 and to perform the start-up on the spa when it is re-plastered at a cost of \$387.50. All in favor, motion carried.

A motion was made by Mr. Malena, 2nd by Miller to approve the bid from Reserve Data Analysis to perform the annual reserve study. All in favor, motion carried.

The Board approved the installation of video surveillance signs for the pool area.

A motion was made by Mr. Neilson, 2nd by Mr. Miller to approve a bid from AB Lighting to replace the damaged bollard light next to the tennis court at a cost of \$951.16. All in favor, motion carried.

The Board reviewed a Home Improvement application from the owner of 21802 Via del Lago for the replanting of the slope at the back of his property and for the moving of the fence at the back of his property. A motion was made and 2nd to deny the request to move the fence and to authorize a conditional approval for the replanting of the back slope with the addition of ground plants to cover the slope. All in favor, motion carried.

A motion was made by Mr. Wheeler, 2nd by Mr. Miller to have PR Construction perform the base bid and option #2 at an estimated cost of \$450,000.00. (The Board will skip options #1 and #3 at this time.) All in favor, motion carried. The manager will solicit the proposed construction calendar and contract from PR Construction. The Board will review the documents at the next meeting.

Adjournment

There being no further business, the meeting was adjourned at 9:00 P.M.

Submitted by:

Jack L. Williams
Acting Secretary