

Rancho Cielo Homeowners Association

Meeting of the Board of Directors

January 28, 2014

Location:

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

Directors Present:

Darryl Wheeler, Len Malena, Alan Neilson and Mike Hinkle.

Call to Order:

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

Homeowners Discussion

Mr. & Mrs. Don of 21851 Via del Lago were present at the meeting and asked questions about the new entry gate system.

The Board reviewed a letter from Mr. Warren of 32272 Via del Sol in which he was writing in response to a request for clarification on construction work at his home.

The Board reviewed an e-mail from the Dixon's of 21731 Via del la Luz in which they requested a long-term pass to park a resident vehicle on the street. The Board denied the request.

The Board discussed an e-mail from Ms. Narges Rabii, the owner of 21765 Estrella Lane, in which she was asking the Board to install speed bumps on her street to address safety concerns she had. It was noted that the OCFA had required the association to remove speed bumps in the past. The manager also sent e-mails to the OCFA asking if they would consider allowing more speed bumps to be added and the responses to date stated they would not allow the installation of more speed bumps.

The Board reviewed an e-mail from Mr. Eggan, the owner of 21922 Via del Lago in which he submitted a request for reimbursement of \$92.00 for damage caused to his vehicle by the barrier arm hitting the vehicle. The Board will reimburse the owner and deduct the cost from the final payment to be made to PR Construction.

The Board reviewed an e-mail from Mr. Rose of 21852 Delicia in which he was writing to address the problem of residents allowing their dogs to run in the common area unleashed. The Board noted they would address the matter with the specific violating residents if and when they are identified.

The Board reviewed an e-mail from Ms. Hoopes, the owner of 31785 Via del Viento in which she was writing to address security concerns with the renovation of the front entrance. It was noted that Ms. Hoopes have contact the manager prior to the meeting to inform him that she could not attend the meeting. Ms. Hoopes committed to be present at the February meeting.

Security Report

The Board reviewed a proposal from Universal Protection Service for the gate guard service. The Board asked the manager to arrange for a meeting with Universal Protection at the next meeting.

The Board agreed to allow the guards to issue a 30-day pass for car-pooling.

Landscape Report

The Board met with Chris Curr, the owner of Vandergeest Landscape. Discussion was held with regard to the routine maintenance, tree trimming and the recent effort to renovate the grass area in next to the pool area. It was noted that the grass renovation did not work properly and that the association had held payment for services rendered. Chris noted he was not able to guarantee the success of the grass renovation effort and told the Board he was willing to reduce his bid proposal to settle the matter. The Board asked Chris to submit an offer in writing for them to consider. The Board also wanted to discuss the matter when the full Board was present.

The Board approved the tree trimming budget of \$11,000.00.

The Board approved a one-time cost of \$445.00 and a monthly service fee of \$275.00 for ground squirrel and gopher control. All in favor, motion carried. The Board will review the service and consider continuing after three months.

Architectural Report

The Board approved a Home Improvement application from the owner of 21791 Estrella for the installation of solar panels onto the roof of the home.

Minutes & Financial Reports

A motion was made by Mr. Wheeler, 2nd by Mr. Hinkle to approve the November 2013 meeting minutes as submitted.

A motion was made and 2nd by to table the approval of the December 2013 financial statements.

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 January 2014.

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, 2nd by Mr. Malena to lien RAN-079 for non-payment of the assessments. All in favor, motion carried.

Old Business

Discussion was held with regard to the gate installation project. It was noted the next transponder distribution would take place on February 8th.

The Board reviewed a draft letter from the manager that will be sent to the owners about the use of the transponders. The Board approved the letter and it will be mailed to the owners and residents after February 8th.

New Business

A motion was made by Mr. Wheeler, 2nd by Mr. Neilson to approve the bid from Reserve Data Analysis in the amount of \$775.00 to update the association's reserve study. All in favor, motion carried.

Adjournment

There being no further business, the meeting was adjourned into closed session to address items of potential litigation and member discipline at 8:25 P.M.

Submitted by:

Jack L. Williams
Acting Secretary