

**RANCHO CIELO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
GENERAL SESSION MINUTES  
MAY 28, 2019**

**Call to Order**

Upon notice, duly given and received, the General Session Meeting of the Board of Directors of Rancho Cielo Homeowners Association was called to order at 7:07 PM at the Trabuco Canyon Water District located at 32003 Dove Canyon Dr., Trabuco Canyon, CA 92679.

**Roll Call**

A quorum was present with the following directors in attendance:

Michael Hinkle, President  
Alan Neilson, Treasurer  
Len Malena, Secretary  
Robert Hoffman, Member at Large

**Absent**

Darryl Wheeler, Vice President

**Seabreeze Management Company, Inc.:**

Janet McCormick, CMCA Account Executive

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**Executive Session Disclosure**

Executive Session convened to discuss items such as member discipline, delinquencies, personnel, contracts, and legal issues.

**Homeowner Forum**

Homeowners were given an opportunity to address the Board of Directors for general matters that may or may not be related to specific agenda items.

**Approval of Minutes**

Upon a motion duly made and seconded, the Board resolved to approve the April 23, 2019 general session minutes. The motion carried unanimously.

**Invitee: Gary Sandhu, California Coastal Patrol**

The Board of Directors discussed personnel issues, homeowner complaints, and guard and security expectations with Gary Sandhu, supervisor with California Coastal Patrol. No action was required.

**FINANCIAL REPORT**

**Financial Statement – Ending April 30, 2019**

Be it resolved, upon a motion duly made and seconded, the Board resolved to acknowledge and ratify the acceptance of the financial statements ending April 30, 2019 and reconciled bank statements presented, subject to audit/review by a CPA at fiscal year-end. This motion carried unanimously.

**Invitee: David Lynn, Morgan Stanley**

Be it resolved, upon a motion duly made and seconded, the Board resolved to table the discussion. Motion carried unanimously.

**Hacienda Landscape – Reports, Updates, & Proposals**

The Board reviewed updates and discussed landscape concerns with the Landscape Committee. Additionally, the Board reviewed the request from 31761 Via Allegre, Dave & Stacey Taylor, for the removal of the twinkle lights from the trees at the entrance to the community. Be it resolved, upon a motion duly made and seconded, the Board resolved to deny the request. Motion carried 3-1.

**2019 Draft Reserve Study Discussion**

The Board reviewed the 2019 draft onsite Reserve Analysis Report: Version 1 dated May 17, 2019, as prepared by Advanced Reserve Solutions. Per the draft Reserve Analysis Report, the estimated amount required in the reserve fund at the end of the current fiscal year is \$1,568,353, based in whole or in part on the last reserve study or update prepared by Advanced Reserve Solutions, Inc. as of September 1, 2019. The projected reserve fund cash balance at the end of the current fiscal year is \$601,875, resulting in reserves being 38% funded at this date. The current deficiency in the reserve fund represents \$4,010.28 per ownership interest. Be it resolved, upon a motion duly made and seconded, the Board resolved to approve the 2019 draft onsite Reserve Analysis Report: Version 1 dated May 17, 2019, as prepared by Advanced Reserve Solutions. Motion carried unanimously.

**Common Area Proposals – Asphalt Repair & Seal Coat Proposal Discussion**

The Board reviewed the recommendations as submitted by Ed Perez, Project Engineer LaBelle-Marvin, Inc. Management has enclosed proposals for Asphalt Repair & Seal Coat for Board review. The Board reviewed proposals for seal coating and asphalt repairs as submitted by TLG, Ben's Asphalt, JB Bostick, City Service Paving, and NPG Asphalt. Be it resolved, upon a motion duly made and seconded, the Board resolved to approve the proposal as submitted by City Service Paving, for asphalt repairs and two seal coats, for a total cost not to exceed \$49,995.00. Motion carried unanimously.

**Next Meeting**

The next Board of Directors meeting and the Annual Meeting of the Members is scheduled for June 25, 2019 at 7:00 PM at the Trabuco Canyon Water District.

**Adjourn**

Being no other business, a motion was made, seconded and approved to adjourn. The meeting adjourned at 8:37 PM.

**SECRETARY'S CERTIFICATE**

I, Lee Malave, hereby certify that the foregoing is a true and correct copy of the approved Executive Session Minutes of the Board of Directors Meeting held on the above date.

Lee Malave  
Secretary

7-23-19  
Date