

**RANCHO CIELO HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
GENERAL SESSION MINUTES  
NOVEMBER 27, 2018**

**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 7:00 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 Nielson, Treasurer  
Len Malena, Secretary  
Robert Hoffman, Member at Large

**Absent**

Darryl Wheeler, Vice President

**Seabreeze Management Company, Inc.:**

Janet McCormick, CMCA Account Executive

**Executive Session Disclosure**

Executive Session convened to approve the September 25, 2018 and October 23, 2018 Executive Session Minutes and discuss rule violations, delinquencies, personnel, 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 September 25, 2018 and October 23, 2018 General Session Meeting Minutes as prepared by Seabreeze Management. The motion carried unanimously.

**Financial Report**

**Financial Statement – Ending 10/30/18**

Be it resolved, upon a motion duly made and seconded, the Board resolved to acknowledge and accept the October 30, 2018 financial statements and reconciled bank statements presented, subject to audit/review by a CPA at fiscal year-end. Motion carried unanimously.

**Invitee: Trabuco Canyon Water District – Via Allegre Lift Station Proposal**

No action was taken.

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

Be it resolved, upon a motion duly made and seconded, the Board resolved to approve Hacienda Landscape Smart Water Audit Proposal # 1286-048, for controller repairs, for a total cost not to exceed \$5,620.71. Motion carried unanimously.

Be it resolved, upon a motion duly made and seconded, the Board resolved to approve Hacienda Proposal # 110718-0337, for mainline repairs, for a total cost not to exceed \$225.00. Motion carried unanimously.

Be it resolved, upon a motion duly made and seconded, the Board resolved to approve Hacienda Landscape Proposal # 110718-0342, for mainline repairs, for a total cost not to exceed \$5,620.71. Motion carried unanimously.

Be it resolved, upon a motion duly made and seconded, the Board resolved to table the three-year tree trimming proposal discussion, pending receipt of additional proposals. Motion carried unanimously.

**Trip Hazard Repair Proposals Discussion**

The Board reviewed proposals submitted by BPR and Concrete Hazard Solutions for trip hazard repairs throughout the community. Be it resolved, upon a motion duly made and seconded, the Board resolved to approve the proposal submitted by BPR, for a total cost not to exceed \$3,500.00. Motion carried unanimously. Management was directed to have the work completed in January, following the holidays.

**Tablets for Board Members Discussion**

Be it resolved, upon a motion duly made and seconded, the Board resolved to table the discussion. Motion carried unanimously. Management was directed to obtain recommendations and proposals for the purchase of five tablets for Board member use for Association business for a total cost not to exceed \$1,000.00.

**Homeowner Requests**

The Board reviewed the request from 21791 Hermosa Lane, for permission to distribute business fliers within the community. Be it resolved, upon a motion duly made and seconded, the Board resolved to deny the request. Motion carried unanimously.

The Board reviewed the request from 31791 Via Allegre, to correct the spelling of the Via Allegre street sign in the community. Be it resolved, upon a motion duly made and seconded, the Board resolved to deny the request. Motion carried unanimously. Management was directed to request proposals for updating street signage throughout the community for future budget planning purposes.

**Adjourn**

Being no other business, a motion was made, seconded and approved to adjourn. The meeting adjourned at 7:54 PM.

**SECRETARY'S CERTIFICATE**

I, Len Malena, 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.

  
Secretary

1-22-2019  
Date