

**RANCHO CIELO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MINUTES
JANUARY 28, 2020**

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 7:08 PM at Seabreeze Management Company, Inc., 26840 Aliso Viejo Parkway, Suite 100, Aliso Viejo, CA 92656.

Roll Call

A quorum was present with the following directors in attendance:

Michael Hinkle, President
Robert Hoffman, Treasurer
Len Malena, Secretary

Absent

Robert Rose, Member at Large
Vacancy, Vice President

Seabreeze Management Company, Inc.:

Janet McCormick, CMCA, AMS Account Executive

Executive Session Disclosure

Executive Session convened to approve 11/19/2019 Executive Session Meeting Minutes, and 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, seconded, and unanimously carried, the Board resolved to approve the 11/19/2019 General Session Meeting Minutes.

FINANCIAL REPORT

Financial Statement – Ending 11/30/2019 and 12/31/2019

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to acknowledge and ratify the acceptance of the financial statements ending both 11/30/2019 and 12/31/2019 and reconciled bank statements presented, subject to audit/review by a CPA at fiscal year-end.

Hacienda Landscape – Reports, Updates, & Proposals

The Board reviewed updates and discussed landscape concerns with the Landscape Committee. The Board and Landscape Committee reviewed a Tree Maintenance proposal as submitted by Hacienda Landscape.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to table Proposal #: 120419-0222, the 2020 Tree Trimming Proposal. Management has requested competitive bids for board review, and the Landscape Committee will do physical inspection with Hacienda Landscape to determine specific job requirements.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to table Proposal #: 012119-0134, to provide labor and materials to install new plant material on the bare slope between Rancho Cielo and Camino del Cielo where Acacia was removed due to non-compliance with Fuel Mod regulations.

Proposed Election Rules Adoption Discussion – 28 Day Comment Period

Be it resolved, upon a motion duly made, seconded, and carried, the Board resolved to adopt the Proposed Election Rules, as drafted by Delphi, Association legal counsel. No comments were received by Management during the 28-day period. Management will mail the adopted rules to the membership within the 15-day period prescribed by Civil Code.

Vehicle Transponder Reader Upgrade Proposal – Camera Access Technologies

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to deny the bid from Camera Access Technologies to replace the existing vehicle transponder reader.

Taylor Tennis Courts, Inc. – Tennis Court Maintenance Proposal

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the retention of Taylor Tennis Courts, Inc. for the twice monthly maintenance of the Association basketball and tennis courts at a rate of \$180.00 per month.

Walden HOA Request

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the repair and replacement of dividing wrought iron fencing between Walden HOA and Rancho Cielo, at \$5,814.00, upon direct receipt of invoice from fence contractor.

Camino Del Cielo Concrete Repair & Replacement – Homeowner Tree Removals

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

Architectural Applications

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Homeowners Jeff and Monique Dixon's application to install solar panels on the west side of the roof at 31801 Via Allegre.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Homeowners Jeff and Monique Dixon's application to replace the garage door at 31801 Via Allegre.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Homeowners Joel and Susan Don's application to replace the garage door at 21851 Via Del Lago.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Homeowners Deborah and Michael Paul's application to replace a patio cover at 21811 Via De la Cruz.

Homeowner Requests

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to table the replacement of an electrical meter pedestal at 31962 Camino Del Cielo, upon the request of homeowner, Marilyn Payn. Discussion pending receipt of proposals.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the appointment of homeowner, Deborah Paul, of 21811 Via De La Luz, to the Architectural Committee. Management pending receipt of additional committee member volunteers.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve a request submitted by homeowner, Alan Neilson, to organize and advertise the annual community garage sale on May 9, 2020. Management was directed to include notice of the garage sale in the next three Association newsletters.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to deny the request of homeowner, Jackie Page, of 21772 Hermosa Lane, that gate passes be issued for one week rather than limited to two days.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to deny the request of homeowner, George Berumen, of 31931 La Subida Drive, that he be reimbursed towing expenses in the amount of \$291.00. The Board has determined proper notice was given prior to tow.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to table several landscape complaints from Homeowner Tim Stone, of 21812 Via Del Lago. Management was directed to contact Mr. Stone to determine if the matter has been resolved.

Board Appointment

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to table the appointment of a Director to fill the remainder of Director Wheeler’s term.

Management Bonus

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve a holiday bonus in the amount of \$250.00 for Community Manager, Janet McCormick.

Next Meeting

The next Board of Directors meeting is scheduled for Tuesday, February 25, 2020 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 8:33 PM.

SECRETARY’S CERTIFICATE

I, _____, 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

Date