

**RANCHO CIELO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MINUTES
FEBRUARY 25, 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 7:02 PM at the Trabuco Canyon Water District: 32003 Dove Canyon Dr., Trabuco Canyon, CA 92679.

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 1/28/2020 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 1/28/2020 General Session Meeting Minutes.

FINANCIAL REPORT

Financial Statement – Ending 1/31/2020

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 1/31/2020 and reconciled bank statements presented, subject to audit/review by a CPA at fiscal year-end.

Delinquencies

The Board reviewed the A/R Aging Report during Executive Session.

Lien Authorization, Account # 00206-2004

The Board reviewed a lien authorization during Executive session. A motion was made, seconded, and unanimously carried to record a lien for Account # 00206-2004, due to delinquent assessments.

Hacienda Landscape – Reports, Updates, & Proposals

The Board reviewed updates and discussed landscape concerns with the Landscape Committee. Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Hacienda Landscape Proposal #: 012920-0515 for a total cost not to exceed \$250.00.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Hacienda Landscape Proposal #: 020320-1020 for a total cost not to exceed \$3,500.00. Management was directed to request that Hacienda Landscape work with the Landscape Committee to complete per recommendations of the committee.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Hacienda Landscape Proposal #: 020320-0958 for a total cost not to exceed \$3,500.00. Management was directed to request that Hacienda Landscape work with the Landscape Committee to complete per recommendations of the committee.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Hacienda Landscape Proposal #: 022020-0346 for a total cost not to exceed \$600.00.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Hacienda Landscape Proposal #: 020320-0218 for a total cost not to exceed \$1,500.00.

Community-Wide Tree Trimming Proposals Update

The Board reviewed tree trimming proposals as submitted by Park West Tree Care and Hacienda Landscape. Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Hacienda Landscape Proposal #: 120419-0222, for 2020 Tree Trimming.

Electric Meter Pedestal Proposal Discussion

The Board reviewed a proposal from DLE for Electric Meter Pedestal replacement throughout the community. Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to table the discussion, pending receipt of additional competitive proposals.

Storm Drain Cleaning Proposal Discussion

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Proposal # EST-000012, for storm drain cleaning, as submitted by Sweeper Guys, for a total cost not to exceed \$2,230.00.

Reserve Study Proposal Discussion

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the proposal for an update of the reserve study, as submitted by Advanced Reserves Solutions (ARS), for a total cost not to exceed \$800.00.

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.

Homeowner Requests

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to deny the request to consider allowing glass panel fencing, as submitted by Darryl Wheeler, homeowner of 21911 Via Del Lago.

Architectural Committee Discussion

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve Jim Loupe, homeowner of 31922 Camino Del Cielo, as a member of the architectural committee.

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.

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 9:10 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