

**RANCHO CIELO HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MINUTES
JUNE 23, 2021**

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 6:38 PM via videoconference, with proper notice given of the Zoom details.

Roll Call

A quorum was present with the following directors in attendance:

Michael Hinkle, President
Robert Hoffman, Treasurer
Len Malena, Secretary
Tim Whelan, Member at Large

Absent

Bob Rose, Vice President

Seabreeze Management Company, Inc.:

Janet McCormick, CMCA, AMS Senior Community Manager

Executive Session Disclosure

Executive Session convened to approve 5/26/2021 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. Homeowners were not present.

Approval of Minutes

Upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the General Session Meeting Minutes from the 5/26/2021 Board meeting, as revised, as prepared by Seabreeze Management.

FINANCIAL REPORT

Financial Statements – As of May 31, 2021

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 as of 5/31/2021 and reconciled bank statements presented, subject to audit/review by a CPA at fiscal year-end.

2022 Draft Reserve Study

The Board reviewed the Advanced Reserve Solutions, Inc. (ARS) Draft Reserve Study for fiscal year ending August 31, 2022, Version 1, Dated May 24, 2021. The estimated amount required in the reserve fund at the end of the current fiscal year is \$1,869,831, based in whole or in part on the last reserve study or update prepared by Advanced Reserve Solutions, Inc. as of September 1, 2021. The projected reserve fund cash balance at the end of the current fiscal year is \$752,040, resulting in reserves being 40% funded at this date. Upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the Advanced Reserve Solutions, Inc. (ARS) Draft Reserve Study for fiscal year ending August 31, 2022, Version 1, Dated May 24, 2021.

Delinquencies

The Board reviewed the A/R Aging Report during Executive Session. No action was required during general session.

Draft Budget Discussion – Fiscal Year 9/1/2021 – 8/31/2022

The Board reviewed two drafted Budgets for fiscal year September 1, 2021 – August 31, 2022, as prepared by Seabreeze Management. Upon a motion duly made, seconded, and carried 3-to-1, with Len Malena opposed, the Board resolved to approve option 1, an Annual Budget in the amount of \$876,276.00; with an assessment rate increase in the amount of \$5.00 per month, with a budgetary increase of 1.68%, and annual reserve funding in the amount of \$289,500.00, per the recommended reserve funding schedule in the Advanced Reserve Solutions, Inc. (ARS) Reserve Study for fiscal year ending August 31, 2022.

Tax & Audit Preparation Proposals – FYE 8/31/2021

The Board reviewed proposals for tax and audit preparation for fiscal year end August 31, 2021. Upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the proposal as submitted by Inouye, Shively, Klatt & McCorvey CPAs, for preparation of audit and tax returns for fiscal year end 8/31/2021, in the amount of \$1,200.00.

Hacienda Landscape Reports & Proposals Discussion

Upon a motion duly made, seconded, and unanimously carried, the Board resolved to deny Proposal # 061621-0223, to provide labor and materials to install 2 new privacy trees behind the home of 21872 Delicia where leaning pine tree was removed, for a total cost not to exceed \$940.00.

Upon a motion duly made, seconded, and unanimously carried, the Board resolved to table Proposal 052421-0132, to provide labor and materials to install new plant material in the bare spots and planter at the end of Villa del Sol, for a total cost not to exceed \$1,070.00.

Upon a motion duly made, seconded, and unanimously carried, the Board resolved to table Proposal # 061621-1256, to provide labor, equipment, and materials to remove the declined trees and trim and clear dry debris in the natural canyon area beside Rancho Cielo property near the Bell View Trail, for a total cost not to exceed \$11,600.00.

Upon a motion duly made, seconded, and unanimously carried, the Board resolved to table Proposal 061621-1246, to provide labor, equipment, and materials to remove the declined trees and trim / clear dry debris in the natural canyon area near the natural canyon area near the Bell View Trail, for a total cost not to exceed \$18,750.00.

Tree Trimming Proposals Discussion

Upon a motion duly made, seconded, and unanimously carried, the Board resolved to table Hacienda Landscape Proposal # 050421-0110, for a three-year community-wide tree trimming plan, for 2021, 2022, and 2023, pending receipt of proposals from additional tree care vendors.

Architectural Application – 31892 La Subida

The Board reviewed an architectural application for roof replacement and exterior paint with variance requested for the paint colors. Upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the architectural application for roof replacement and exterior paint with variance request.

Guard Standing Order Discussion

Upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the following addition to the guard's post orders. At any time, the guards note five (5) or more vehicles entering the community for the same address, the guards are requested to phone the homeowner and inquire if they have prior Board approval, security deposit and required insurance certificate on file, prior to any gathering in association maintained common areas. The guards are requested to notify management, and to call local law enforcement if there is a gathering in association maintained common areas without prior approval. Violating homeowners will be called to a hearing to discuss potential fines and billbacks.

Pilot Painting Wrought Iron Repair Change Order Ratification

The Board reviewed a change order from Pilot Painting & Construction. Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve a change order as submitted by Pilot Painting & Construction, for a cost of \$9,500.00.

Homeowner Requests

The Board reviewed five written requests as submitted by homeowners.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the request from Alan Neilson, 31945 La Subida Drive, to sponsor an annual community garage sale on September 18, 2021, from 7:00 am until 10:00 am. Management was directed to include the garage sale information in the Association newsletter.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to table the request from Alan and Jamie Neilson, 31945 La Subida Drive, for the installation of an additional pickleball court.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to deny the request from Michon Miller, 21782 Pajarito Lane, for the installation of motion activated tennis court lights.

Be it resolved, upon a motion duly made, seconded, and unanimously carried, the Board resolved to approve the requests from Michon Miller, 21782 Pajarito Lane, and Joy Kemmerle, 21831 Via De La Luz, for additional pool lounge chairs. Management was directed to order an additional six (6) lounge chairs, like the six (6) lounge chairs which were added to the pool area on June 15, 2021.

Scott English Plumbing Proposal

The Board reviewed the proposal as submitted by Scott English Plumbing. Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal as submitted by Scott English Plumbing, to install a two way clean out closer to the street in the open area and for future main line cleaning, for a total cost not to exceed \$2,850.00.

Pool/Spa Area Shower Repair Proposals

The Board reviewed proposals for repairs to the shower at the Association pool and spa area Upon a motion duly made, seconded, and unanimously carried, the Board approved the proposal as submitted by Shields Building Services, for a total cost not to exceed \$500.00.

Next Meeting

The next Board of Directors meeting is scheduled for Wednesday, July 28, 2021, at 6:30 PM via Zoom Meeting, due to the novel Coronavirus pandemic and social distancing requirements.

Adjourn

Being no other business, a motion was made, seconded, and approved to adjourn. The meeting adjourned at 8:03 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