

**PACIFIC SHORES AT RANCHO SAN CLEMENTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MEETING MINUTES
AUGUST 8, 2016**

NOTICE

Upon notice duly given and received, the Pacific Shores at Rancho San Clemente Homeowners Association Board of Directors General Session meeting was held Monday, August 8, 2016 at 6:00 p.m. at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA.

DIRECTORS PRESENT

Bill Rhodes, President
Gary Osendorf, Vice-President
Lisa Bennis, Secretary
Tom Thompson, Member at Large

DIRECTORS ABSENT

Veer Beri, Treasurer

SEABREEZE MANAGEMENT COMPANY, INC.

Becky Morales, Account Executive

OTHERS PRESENT

Those listed on the sign in sheet.

CALL TO ORDER

A quorum being present, Bill Rhodes, Board President, called the meeting to order at 6:05 p.m.

EXECUTIVE SESSION SUMMARY

Management reported there was an Executive Session held following the General Session meeting on July 11, 2016 in which the Board approved meeting minutes, discussed delinquencies and contracts.

HOMEOWNER FORUM

The following was discussed in Homeowner Forum:

- Homeowner from 34 Paseo Alba inquired about the slope clearing behind his home and requested new plants be installed. The Board informed him that the clearing was the requirement of the OCFA and their Fuel Mod requirements and the root system of plants remained to continue the integrity of the slope. The Board reported no new plants would be installed as the current plants will grow back and maintained at the required height.

MINUTES

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the Meeting Minutes for July 11, 2016 as submitted. The motion carried unanimously.

TREASURER'S REPORT

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the Financial Statements for July, 2016 subject to year-end audit. The motion carried unanimously.

COMMITTEE REPORTS

- Master Association Delegate – Linda Wesselman was not present-no report.
- Landscape Committee– Gary Osendorf reported they had a meeting with Shawn from the OCFA and are obtaining a bid to clear the next phase of the Fuel Mod. He also stated that an irrigation inspection is being scheduled to review the next zones.
- Architectural/View Maintenance – The following Architectural Applications were approved:
 - 42 Via Zaragoza – New exterior paint, scheme 2

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- 42 Via Santa Maria – New gate at entry way and new block wall to existing fence
- 66 Via Santa Maria – New exterior paint, scheme 16A

Bill Rhodes, Board President, requested the Architectural Committee keep a spread sheet tracking the applications received and approvals. He also mentioned adding a new member to the Committee.

- Financial Review Committee – Bill Rhodes provided an update regarding the financial condition of the Association.
- Homeowner Relations Committee –The membership information guide to report is in the process of being reviewed.

OLD BUSINESS

ASPHALT WORK

Bill Rhodes, Board President, reported there will be RFPs sent to three vendors to be returned by August 31st. A special executive session meeting will be scheduled for Friday, September 2, 2016 at 9:00 a.m. via conference call to discuss and possibly approve a contract.

RECORDS RETENTION & INVENTORY OF RECORDS

Bill Rhodes, Board President, reported he is waiting on some scanned board packets to place on the cloud storage for the Association and that there will be a few boxes remaining to return to storage.

PLAYGROUND REPAIR PROPOSAL

Management reported playground repairs will commence six to eight weeks following receipt of payment by the company.

NEW BUSINESS

IRRIGATION PUMP REPAIR-PASEO ALBA

Be it resolved, upon a motion duly made and seconded, the Board of Directors ratified their emergency decision for AC Landscape to repair the pump on Paseo Alba for a cost not to exceed \$2,918.29. The motion carried unanimously.

BRASS VALVE IRRIGATION REPAIR-PASEO ALBA

Be it resolved, upon a motion duly made and seconded, the Board of Directors ratified their emergency decision for South Coast Gardening to replace the 1 1/2" brass irrigation valve located at 40 Paseo Alba for a cost not to exceed \$600. The motion carried unanimously.

ARBORIST PROPOSAL

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved arborist services for the trees in the community for a cost not exceed \$400 to provide an inspection and report. The motion carried unanimously.

BOARD & COMMITTEE EXPENSE AUTHORIZATION OUTSIDE OF A MEETING

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the Board President can approve expenditures up to \$2,000 outside of a meeting and the Landscape Committee was authorized expenditures up to \$1,000 outside of Board meeting. The motion carried unanimously.

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REQUEST FOR PARKING FROM VILAMOURA HOA

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved Vilamoura HOA's request to park on the streets of Pacific Shores while their Association completed a slurry project on August 17th and 18th. The motion carried unanimously.

ADJOURNMENT

There being no further business to bring before the Board of Directors, the General Session was adjourned at 7:45 p.m. to Executive Session. The next meeting is scheduled for Monday, September 12, 2016 at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA at 6:00 p.m.

SECRETARY'S CERTIFICATE

I, duly appointed member of Pacific Shores at Rancho San Clemente Homeowners Association, do hereby certify under penalty of perjury that the foregoing is a true and correct copy of the minutes of the Board of Directors General Session meeting held on August 8, 2016 as approved by the Secretary of the Board.



Signature

9/12/16

Date