

**PACIFIC SHORES AT RANCHO SAN CLEMENTE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
GENERAL SESSION MEETING MINUTES
JUNE 12, 2017**

Notice

Upon notice duly given and received, the Pacific Shores at Rancho San Clemente Homeowners Association General Session Meeting was held on June 12, 2017 at 6:30 p.m. at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA.

Directors Present

Bill Rhodes, President
Veer Beri, Secretary
Gerwyn Williams, Treasurer
Tom Thompson, Member at Large

Director Absent

Gary Osendorf, Vice President

Seabreeze Management Company, Inc. Representative

Lydia McCaig, CMCA, Account Executive

Call to Order

The meeting was called to order by President, Bill Rhodes, at 6:30 p.m.

Homeowners Present

14 Calle Pastadero
34 Paseo Alba
22 Calle Pastadero
82 Via Santa Maria
36 Via Santa Maria
38 Paseo Alba

Executive Session Summary – June 12, 2017

Executive Session was held prior the General Session meeting on June 12, 2017. The Board of Directors:

- Approved the May 8, 2017 Executive Session Meeting Minutes
- Conducted a homeowner Hearing
- Reviewed the Delinquency Summary Report

Approval of General Session Meeting Minutes – May 8, 2017

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the May 8, 2017 General Session Meeting Minutes, as amended. Motion carried unanimously.

Treasurer's Report & Financial Review Committee

Be it resolved, upon a motion duly made and seconded, the Board of Directors accepted the May 25, 2017 Financial Statement, subject to year-end audit, and approved the purchase of (1) CD at Bank of Southern California in the amount of \$100,000.00 for a term of 17 months at 1.40% per year. Motion carried unanimously.

Committee Reports

1. Master Association Delegate – No report
2. Landscape Committee and Proposals – The Committee updated the membership of the slope clearing project.
3. Architectural Review / View Maintenance Committee – The Committee approved architectural applications from the following residences: 44 Via Zaragoza, 38 Camino Katia, 36 Camino Katia, 82 Via Santa Maria, and 86 Via Santa Maria.
4. Homeowner Relations Committee – The Committee updated the membership on the passing of the owner of 56 Via Zaragoza. Upon a motion duly made and seconded, the Board of Directors approved the purchase and deliver of a flower bouquet not to exceed \$100.00, to be expensed from the Operating, Miscellaneous line item (#6695). Motion carried unanimously.

Draft Reserve Study and 2017-2018 Draft Budget

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the draft reserve study, as prepared by Reserve Data Analysis, and the draft 2017-2018 draft budget, as prepared by Board President, Bill Rhodes, and authorized Bill Rhodes and Gerwyn Williams to meet with competitor reserve study analysts for the 2018 year. Motion carried unanimously.

Audit and Tax Preparation Proposal

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the proposal from Robert A. Owens, C.P.A. for the preparation of the Association's tax and audit report, for a total cost of \$1,100.00, to be expensed from the Operating, Audit Fee line item (#6010). Motion carried unanimously.

Homeowner Reimbursement Request

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the reimbursement to the owner of 82 Via Santa Maria for the book library expenses, for a total cost of \$19,37, to be expensed from the Operating, General Maintenance line item (#6545). Motion carried unanimously.

Association Welcome Letter and Homeowner Registration Form

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved Tom Thompson's revisions to the new owner Welcome Letter and the Homeowner Contact Registration Form. Motion carried unanimously.

Wrought Iron Handrail Repair Proposals

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the proposal from Pilot Painting for the repair and repainting of the Calle Pastadero pathway, for a total cost of \$7,000.00, to be expensed from the Reserve, Fences line item (#4016).

Vinyl Fence Installation Proposal

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the proposal from Vinyl Fence America for the replacement of the greenbelt fence between 53-55 Via Zaragoza, for a total cost of \$2,544.00. If the RSC Master Association requires the gate access, a total cost of \$3,334.00, to be expensed from the Reserve, Fences line item (#4016).

Common Area Tree Removal

Be it resolved, upon a motion duly made and seconded, the Board of Directors approved the removal of the common area tree at 54 Via Zaragoza, at a cost to be obtained from Medline Landscape at the June landscape walk, to be expensed from the Operating, Landscape extras line item (#6515).

Next Meeting Agenda Requests

No action taken.

Next Meeting Date

The next meeting is scheduled for July 10, 2017 at 6:30 p.m. at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA.

ADJOURNMENT

There being no further business to bring before the Board of Directors, the General Session was adjourned at 7:50 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 June 12, 2017 as approved by the Secretary of the Board.

Signature _____

Date _____