

**PACIFIC SHORES AT RANCHO SAN CLEMENTE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
GENERAL SESSION MEETING MINUTES  
NOVEMBER 28, 2017**

**NOTICE**

Upon notice duly given and received, the Pacific Shores at Rancho San Clemente Homeowners Association General Session Meeting was held on November 28, 2017 at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA.

**DIRECTORS PRESENT**

Bill Rhodes, President  
Gary Osendorf, Vice President  
Gerwyn Williams, Treasurer (Out at 5:55 PM)  
Tom Thompson, Member at Large

**DIRECTOR ABSENT**

Veer Beri, Secretary

**SEABREEZE MANAGEMENT COMPANY, INC. REPRESENTATIVE**

Lydia McCaig, CMCA, Account Executive

**CALL TO ORDER**

The meeting was called to order by Board President, Bill Rhodes, at 5:42 PM

**HOMEOWNER FORUM**

Nine (9) owners were in attendance to discuss common area and landscape issues:

- 82 Via Santa Maria
- 64 Via Santa Maria
- 28 Via La Mission
- 77 Via Santa Maria
- 38 Paseo Alba
- 24 Via Santa Maria

**GENERAL SESSION**

**A. Organization / Seating of the Board of Directors**

A motion was made, seconded and unanimously carried to seat the Board, as follows, following the 2017 Annual Election/Meeting: President – Bill Rhodes; Vice President – Gary Osendorf; Treasurer – Gerwyn Williams; Secretary – Veer Beri; Member at Large – Tom Thompson.

**B. Approval of General Session Meeting Minutes – October 9, 2017**

A motion was made, seconded and unanimously carried to approve the October 9, 2017 General Session Meeting Minutes, as amended.

**C. Treasurer's Report – October 25, 2017 Financial Statement**

A motion was made, seconded and unanimously carried to accept the financial statement dated October 25, 2017, as presented, subject to year-end audit.

**D. Committee Reports**

1. Master Association Delegate – No report
2. Landscape Committee – The Committee provided an update regarding the community-wide slope clearing and issue of dog waste increasing in the community. A motion was made, seconded and unanimously carried to approve the following proposals from Medlin Landscape: #3978 for the maintenance of the tree grinder for a cost of \$400.00; #3977 for the installation of plant material on crib wall on Via Zaragoza for a cost of \$83.00, to be expensed from the Operating, Landscape Extras line item (#6515).
3. Architectural Review / View Maintenance Committee – No architectural applications for review at this time.

4. Homeowner Relations Committee – The Board was provided an update on the fence issue from the neighboring association of Harbor View. The owner of 201 Gurrego informed Management they would be submitting a cost estimate for the fence repair for the Board's review. This will be included in the next meeting packet, once received.

**E. Adoption of Amendment to Penalty Fine Policy**

This item was tabled to the next meeting to allow the Board additional time to review and consider proposed changes.

**F. Proposed Violation Policy**

This item was tabled to the next meeting to allow the Board additional time to review and consider proposed changes.

**G. Homeowner Reimbursement Request**

The Board reviewed the request and receipts received from Tom Thompson of 38 Camino Katia requesting reimbursement for the cost of keys and locks to be installed on the common area service road. A motion was made, seconded and unanimously carried to approve the request for reimbursement in the amount of \$60.31, to be expensed from the Operating, General Maintenance line item (#6545).

**H. Dog Waste Station Proposals**

The Board reviewed proposals for the purchase of a dog waste station, complete with trash can and signage, from Amazon and HD Supply. A motion was made, seconded and unanimously carried to approve the purchase from Amazon, for a cost of \$199.00 plus shipping and handling.

A motion was made, seconded and unanimously carried to approve the installation of the dog station with concrete footings, for a cost not to exceed \$200.00, to be expensed from the Operating, General Maintenance line item (#6545).

**I. Next Meeting Agenda Requests**

No items given at this time.

**J. Next Meeting Date**

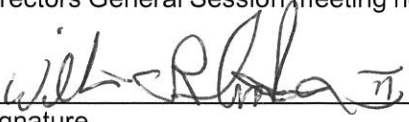
The next meeting is scheduled for January 8, 2018 at 6:30 PM at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA.

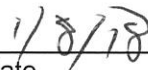
**ADJOURNMENT**

There being no further business to bring before the Board of Directors, the General Session was adjourned at 6:58 PM to enter into Executive Session.

**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 November 28, 2017 as approved by the Secretary of the Board.

  
\_\_\_\_\_  
Signature

  
\_\_\_\_\_  
Date