

**PACIFIC SHORES AT RANCHO SAN CLEMENTE HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
GENERAL SESSION MEETING MINUTES  
FEBRUARY 12, 2018**

**NOTICE**

Upon notice duly given and received, the Pacific Shores at Rancho San Clemente Homeowners Association General Session Meeting was held on February 12, 2018 at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA.

**DIRECTORS PRESENT**

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

**DIRECTORS ABSENT**

Gerwyn Williams, Treasurer  
Gary Osendorf, Vice President

**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 6:30 P.M

**HOMEOWNER FORUM**

2 owners were in attendance to discuss landscape:

- 82 Via Santa Maria
- 50 Via Santa Maria

**GUEST SPEAKER**

Brett Medlin, with Medlin Landscape, was in attendance to present the Board with the landscape plan for the Santa Clara interior slope and landscape proposals.

**CONSENT CALENDAR**

**A. Approval of General Session Meeting Minutes – January 8, 2018**

A motion was made, seconded and unanimously carried to approve the January 8, 2018 General Session Meeting Minutes, as submitted.

**B. Approval of Special General Session Meeting Minutes – February 2, 2018**

A motion was made, seconded and unanimously carried to approve the February 2, 2018 Special General Session Meeting Minutes, as submitted.

**C. Treasurer's Report – January 25, 2018 Financial Statement**

A motion was made, seconded and unanimously carried to accept the financial statement dated January 25, 2018.

**COMMITTEE REPORTS**

**A. Master Association Delegate**

The Board accepted the resignation of member Sharon Stein as delegate.

**B. Landscape Committee Update and Landscape Proposals**

The Board reviewed landscape proposals submitted by Medlin Landscape and correspondence received from member Pam Matyas expressing interest in the Landscape Committee.

A motion was made, seconded and unanimously carried to appoint Pam Matayas to the Landscape Committee, effective immediately, and to approve the following proposals, as submitted by Medlin Landscape: #3977 for \$54.00 for Acacia fill-in at the Via Zaragoza crib wall; #4017 for \$1,439.00 for replanting on Santa Clara slope; #4019 for \$212.50 for the Ceanothus at the Calle Fresno circle.

**C. Architectural Review / View Maintenance Committee**

The Board reviewed correspondence received from member Sharon Stein expressing interest in the Architectural Review Committee.

A motion was made, seconded and unanimously carried to deny appointment of Sharon Stein to the Architectural Review Committee.

**D. Homeowner Relations Committee**

The Board reviewed the member suggestion to add the "Ready, Set, Go" material from the website of the OCFA to the Association's monthly newsletter and website.

A motion was made, seconded and unanimously carried to approve the suggestion and placement of the OCFA material into the Association newsletter and website.

**UNFINISHED / NEW BUSINESS**

**A. Proposed Amendments to Fine Policy**

The Board reviewed recommendations from Bill Rhodes and Gerwyn Williams regarding the procedure and specifications of the Association's current fine policy.

This item was tabled to allow all Board members to be present for discussion.

**B. Reimbursement Request**

The Board reviewed the reimbursement request from Board Director, Tom Thompson, for the out of pocket expenses to register the Association's web domain for the next year, for a total cost of \$119.88.

A motion was made, seconded and unanimously carried to approve the request for reimbursement to Tom Thompson (38 Camino Katia) in the amount of \$119.88, to be expensed from the Operating, Miscellaneous line item (#6695).

**D. 2018 Off Site Reserve Study Update Discussion**

The Board discussed the upcoming 2018 reserve study analysis, which would be an off-site update. A motion was made, seconded and unanimously carried to deny proceeding with a 2018 reserve study update and to prepare the Association's fiscal year budget utilizing the prior year's reserve study.

**E. Next Meeting Agenda Requests**

Management was directed to place appointment of a Board member on the next meeting agenda.

**F. Next Meeting Date**

The next meeting is scheduled for March 12, 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 7:31 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 the above date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date