

**PACIFIC SHORES AT RANCHO SAN CLEMENTE  
HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
GENERAL SESSION MEETING MINUTES  
JUNE 25, 2018**

**NOTICE**

Upon notice duly given and received, the Pacific Shores at Rancho San Clemente Homeowners Association General Session Meeting was held on June 25, 2018 at the Bella Collina Towne & Golf Club located at 200 La Pata, San Clemente, CA.

**DIRECTORS PRESENT**

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

**DIRECTOR ABSENT**

Gerwyn Williams, Treasurer

**SEABREEZE MANAGEMENT COMPANY, INC. REPRESENTATIVE**

Lydia Audette, CMCA, AMS, Account Executive

**CALL TO ORDER**

The meeting was called to order by Board President, Bill Rhodes, at 6:30 P.M.

**HOMEOWNER FORUM**

10 owners were in attendance to discuss landscape, views, and an architectural application.

**GUEST SPEAKER**

Brett Medlin, with Medlin Landscape, was present to advise on the status of the Association's common area maintenance.

**CONSENT CALENDAR**

**A. Approval of General Session Meeting Minutes – April 30, 2018**

April 2, 2018 General Session Meeting Minutes, as submitted.

**B. Treasurer's Report – April 25, 2018 & May 25, 2018 Financial Statements**

Accept the April 25, 2018 and May 25, 2018 financial statements, as prepared.

**COMMITTEE REPORTS**

**A. Master Association Delegate**

The delegate position is currently vacant.

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

The Board was provided an update that the fuel modification trimming will be bid out with an anticipated bid walk with all vendors the week of July 23<sup>rd</sup> in order for the fuel modification to be scheduled between September and January 31<sup>st</sup>.

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

The Committee presented the Board with the revised color schemes, which have been reduced from 18 to 14 color schemes, as prepared by Dunn-Edwards. A motion was made, seconded and unanimously carried to approve the 14 color schemes, as prepared by Dunn-Edwards, to be utilized immediately.

**D. Homeowner Relations Committee**

No updates at this time.

**UNFINISHED / NEW BUSINESS**

**A. 2018-2019 Fiscal Year Budget Discussion**

The Board reviewed Management's request for a 2% increase to the monthly management contract. This item was tabled to allow the Board to further discuss at the July meeting.

**B. Proposed Amendments to Fine Policy**

This item was tabled to the July meeting to allow the Board additional time to review.

**C. Fiscal Year-End Tax and Audit Preparation Proposals**

The Board reviewed 2 proposals for the preparation of the Association's year-end tax and audit forms. A motion was made, seconded and unanimously carried to approve the proposal from Inouye, Shively & Klatt for a cost of \$950.00, to be expensed from the Operating, Audit & Reserve Study line item (#6010).

**D. City of San Clemente Drain Inspection**

This item was tabled to the July meeting to allow the Board to receive cost estimates for a camera line inspection.

**ADJOURNMENT**

The General Session Meeting adjourned at 8:10 P.M. to enter into Executive Session.

**RECONVENE**

The General Session meeting reconvened at 9:02 P.M.

**E. Owner Request for Documents**

The Board reviewed a written request from the owner of 10 Calle Pastadero requesting to view prior architectural applications submitted for the property. A motion was made, seconded and unanimously carried to approve the owner's request and to assess the total dollar amount back to the owner for the round-trip cost to pull archived box from storage.

**F. Next Meeting Agenda Requests**

Management was directed to include the Association's Compliance and Fine Policy on the agenda for further review.

**G. Next Meeting Date**

The next meeting is scheduled for Monday, August 27, 2018 at 6:30 PM at the Bella Collina Towne & Golf Club, 200 La Pata, San Clemente, CA.

**ADJOURNMENT**

The General Session was adjourned at 9:07 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 the above date.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date