

**Rancho Viejo South Community Association  
Board of Directors Meeting  
January 17, 2006**

**Minutes**

**Members present:**

Patrick Thomas, Isaac Pino, Irene Jacobs, Dee Witherspoon, Bruce Thompson

**Members absent:**

None

**Others in Attendance:**

8 residents

Jennifer Key, Community Manager (outgoing)

Michelle Wallace, Community Manager (incoming)

Stephanie Fee, Regional Vice President for CCMC

Cat Crass, Administrative Assistant

**Call to Order**

Mr. Thomas called the meeting to order at approximately 9:00 a.m. in the Board Room at 55 Canada del Rancho. The quorum was met.

Mr. Thomas introduced Michelle Wallace as incoming community manager.

**New Business**

**1. Approval of minutes for November**

- **MOTION:** Mr. Pino motioned to accept the November minutes. Ms. Jacobs seconded the motion.
  - Discussion: Mr. Thompson requested two additions to the November minutes: 1) that the Board had discussed a need to identify for homeowners the top cost items in the budget; and 2) that the Board discussed outreach to homeowners in helping them understand what the Board is working on, including landscaping.
- **AMENDMENT to Motion:** Mr. Pino amended his motion to include the two additions requested by Mr. Thompson. Ms. Witherspoon seconded the motion. **Motion passed unanimously.**

**2. Homeowner Request: Landscape Approval**

- **MOTION:** Mr. Pino motioned to approve a DRC ruling appeal by George and Catherine Guthrie concerning the proximity to their property of a Burr Oak located in the adjacent yard of Wendall and Vicki Ritchey. Ms. Jacobs seconded the motion.
  - Discussion regarding Ritcheys landscaping plan; their tree; DRC approvals; and the growth rate of the tree in this climate took place. The Guthrie's indicated moving the tree back 20 feet away from the wall would be satisfactory. They expressed concern that while the Ritcheys may agree to maintain the tree within height restrictions, subsequent homeowners may not.

- **MOTION:** Mr. Pino motioned to table a Board decision on the issue until more information is obtained about the growth habits of Burr Oaks in Santa Fe. Ms. Witherspoon seconded the motion. **Motion passed unanimously.**

### 3. Street Sweeping Contract

- **MOTION:** Mr. Pino motioned to approve the contract submitted by High Desert Landscaping for street sweeping. Ms. Jacobs seconded the motion.
  - Discussion: High Desert's proposal for street sweeping was extensively discussed.
- **AMENDMENT to motion:** Mr. Pino amended his motion to approve a contract by High Desert Landscaping but reduce to three times per year, instead of six, for street sweeping in Windmill Ridge II, and none in Windmill Ridge III unless the Developer has given the HOA notice of completion for Windmill Ridge III. **Motion passed unanimously.**

### 4. Sidewalk/Step Lighting

- **MOTION:** Ms. Witherspoon motioned to approve the purchase and installation of 24 solar lights that sell for \$59 for 6 lights. Ms. Jacobs seconded the motion.
  - Discussion took place about the need for lights on the steps in the association maintained areas of these homes on Johnson Mesa.
    - Installing small solar lights along the steps has been proposed.
  - **AMENDMENT to motion:** Ms. Witherspoon motioned to purchase the 24 lights and install them temporarily, not in concrete, then review again after a given trial period. Mr. Thomas, Mr. Pino and Ms. Jacobs opposed.
  - **MOTION:** Mr. Pino motioned to purchase the 24 solar lights and approve the Heads Up bid to install them in concrete. Ms. Jacobs seconded the motion. **Motion passed** with Mr. Thompson opposed.

### Old Business:

- Jenny Key distributed copies of the Rancho Viejo landscape specifications to all Board members, so that Board members could see what Heads Up is basing their landscape contract on.

**MOTION:** Mr. Pino motioned to adjourn the meeting to Executive Session. Ms. Witherspoon seconded the motion. **Motion passed unanimously.**

The meeting was adjourned at approximately 10:10 a.m.

Approved:

Attest:

\_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ Date \_\_\_\_\_