

**Rancho Viejo South Community Association
Board of Directors Meeting
September 25, 2007
MINUTES**

Members Present:

Patrick Thomas, Isaac Pino, Jon Paul Romero and R. Thomas Berner

Members Excused:

Bruce Thompson

Others in Attendance:

Connie Donnell, Community Manager; LeAnne Rodriguez, Administrative Coordinator

Residents in Attendance:

Vic Shaw

Call to Order:

Director Thomas called the meeting to order at 9:05 a.m. in the Board Room at 55 Canada Del Rancho. The quorum was verified.

1. Approval of Minutes for Regular Meeting held September 25, 2007

- **MOTION:** Director Romero moved to accept the minutes for the regular meeting held September 25, 2007. Director Berner seconded the motion.
Motion passed unanimously.

2. Financials

- **Discussion:** Management presented the August 2007 financials to the Board.

3. Committee Reports

Design Review Committee (DRC)

Request to Gravel HOA Property (19 Emory Pass)

- **MOTION:** Director Romero moved to allow the homeowner of 19 Emory Pass to place gravel in the open space located on the side of his home with the condition that the gravel matches developer installed gravel plus a weed barrier will be laid. Director Pino seconded the motion.

Motion passed unanimously.

Communications Committee

- **MOTION:** Director Pino moved the approval to publish a December Newsletter. Director Berner seconded the motion.

Motion passed unanimously.

- **Discussion:** Director Berner requested the approval of publishing a December newsletter. The North Association editor is also in favor of publishing this issue. This would create the newsletter to be over the 2007 budget but begin a publishing schedule of six (6) times per year. Director Berner stated the publishers are also in favor of eliminating the twenty-five percent (25%) discount on ads for Rancho Viejo residents which would be effective beginning with February issue in 2008.

4. Old Business

Transition Update

- **Discussion:** Management stated there were no available spoke persons available from the committees for transition updates. All committees have received the required materials or documentations and are in the process of their reviews. The Finance Committee would like to make investment recommendations to the Board at a later date. Management will request each committee give an update to residents at the Annual Meeting prior to the Q & A section of the meeting.

Community Day Planning Update

- **Discussion:** Community Day is set for Saturday, September 29, 2007 from noon to 8:00 pm with set up beginning at 9:00 am. The committee has gathered over 47 door prizes to be raffled off to residents.

Play Equipment Inspection

- **MOTION:** Director Romero moved to approve the inspecting all play equipment located in the South Association by Alan Resnicke. Director Berner seconded the motion.

Motion passed unanimously.

- **Discussion:** Alan Resnicke, chairman of the Safety Committee for the North Association will inspect the play equipment in the South Association for \$250.00. Management recommended this as a part of the transition.

5. New Business

Safety

- Discussion: The Board requested the Safety Committee volunteers develop a charter and present to the Board for approval. It was recommended that this committee contact the organizers of Neighborhood Watch and create a joint effort to combine both committees.

Neighborhood Watch

- Discussion: The Board requested that the Neighborhood Watch Committee also develop a charter to present to the Board for approval. Also recommended was the committee discuss with the North Association committee the possibility in forming a community wide Neighborhood Watch Program.

2008 Recommended Budget

- **MOTION:** Director Romero moved to adopt the 2008 proposed budget from CCMC with the amendment of the sixth newsletter being added. Director Berner seconded the motion.

Motion passed unanimously.

- Discussion: Management presented the proposed 2008 budget from CCMC. The proposed budget calls for a twenty-eight percent (28.2%) assessment increase for 2008. The largest line item increase was due to the South Association having to accept the landscape maintenance of Windmill Ridge 4 which includes water and electric. The reserve funding was also increased in anticipation of the reserve study results for recommended funding. Director Berner requested the budget include 6 newsletter publications in 2008.

Annual Meeting Review

- DISCUSSION: The annual meeting for the South Association is set for Tuesday, November 27, 2007 at the Santa Fe Community College. The mailings will be sent to residents by mid October. Director Berner requested that the wording on the Board Election Proxy be corrected since the secretary will be up for election. After this election the Board will have five (5) members and be homeowner controlled with three (3) residents and two (2) developers.

Snow Removal Bids

- **MOTION:** Director Berner moved to accept the snow removal bid from Advantage Asphalt for the 2007 – 2008 Season. Director Romero seconded the motion.

Motion passed unanimously.

- DISCUSSION: Management received only two bids for snow removal. Advantage has been the provider in past years and is reliable in completing the tasks.

Townhome Painting Proposals

- **MOTION:** Director Berner moved that Management solicit more bids for a per unit price to compare with those already received. Director Romero seconded the motion.

Motion passed unanimously.

- DISCUSSION: Only one bidder gave a per unit price for painting. The Board suggested that Management contact the developer and contact contractors they recommend. The Board agreed that the work needs to be completed prior to this winter.

Landscape Contract Renewal

- **MOTION:** Director Romero moved that to table this matter until after a meeting with Heads Up Landscaping on Wednesday September 26, 2007. Director Berner seconded the motion.

Motion passed unanimously.

- DISCUSSION: Management reported she is not getting monthly reports from Heads Up Landscaping. Mr. Shaw, North Board Treasurer, stated the North Association will have an RFP ready Monday, October 1st for the landscape bidders. The North Association will be willing to share this RFP if the Board would also like to solicit other landscapers.

Townhome Insurance Letter – Mahoney Group

- DISCUSSION: Management notified the Board the Mahoney Group Insurance, our insurance carrier, requested the HOA send a letter to all owners concerning the Townhome insurance. Management had concerns with wording in this letter. The Board requested that Management get a revised letter from the insurance company and email it to the Board for review.

The meeting was adjourned at 10:30 a.m.

Approved: ISAAC PINO, SECRETARY Date NOVEMBER 28, 2007