

**Rancho Viejo South Community Association
Board of Directors Meeting
55 Canada del Rancho, Board Room
Tuesday, January 22, 2008
MINUTES**

Members Present:

R. Thomas Berner, John Holt, Bruce Thompson, Patrick Thomas and Isaac Pino

Others in Attendance:

Stephanie Fee, Regional Vice President, CCMC; Connie Donnell, Community Manager and Cheryl Busch, Administrative Coordinator

Residents in Attendance: Hugh Schaefer, Sheila & Paul Cooper, Loren Testa, Rick Conner, Valerie Magliano and Lib O'Brien

Call to Order:

President Berner called the meeting to order at 6:02 p.m. Quorum was verified.

1. Approval of Minutes for Regular Meeting held November 27, 2007

- **MOTION:** Vice President Holt moved to accept the minutes for the regular meeting held December 19, 2007. Secretary Pino seconded the motion. Director Thompson noted some editorial changes which Management will correct.

Motion passed unanimously.

2. Public Hour: President Berner addressed the residents in attendance that this was an opportunity for them to express concerns but noted that action would not be taken at this meeting. The Board would consider these concerns and requests at a later date.

-- Mr. Schaefer, who resides at 22 Devoy's Peak, expressed his concerns regarding the new location of the vehicle gate entrance to the active park. Mr. Schaefer wanted to know why the gate was moved from its original location on Johnson Mesa to Devoy's Peak. He is concerned about traffic issues when the park is in use. Director Pino said he did not know why the gate was moved and said he would look into it.

-- Ms. Busch wanted to know why the South Association has to pay half of the maintenance of the active park which is owned by the North Association. Management stated that both the North and South Board of Directors agreed to this arrangement. Also, Ms. Busch wanted to know why there appeared not to be a regular maintenance schedule for the active park. Director Pino noted that there is regular maintenance performed by Heads Up.

-- Ms. Magliano also expressed concern that the South pays half cost of Active Park. Director Thompson noted that the active park is a community resource which is being used efficiently. Although the ownership of the park lies with the North Association the use of the active park should not be divisive.

-- Mr. Conner wanted to know why there was a lack of ash trees on Mineral Hill and Saddleback Mesa. He said that it appeared the row of trees stops at Madre and Bear Mountain. Management offered to look into it but noted that it was the current South Association Property Transition Committee's responsibility to note landscaping issues to the developer once they've completed their inspection.

3. Financials:

- Discussion: Management presented the year end December 2007 financials to the Board. Management recommends the board transfer \$16,207.07 which was the year end money from Townhome assessment to the Townhome reserve account. If this was done at each year end, the Townhome owner would be assured their assessment are separated from master account.
- **MOTION**: Director Thompson moved to move \$16,207.07 from the Townhome reserve account. Director Holt seconded the motion.

Motion passed unanimously.

- Discussion: The Finance Committee was tasked with finding a better investment for the operating account funds.

4. Committee Reports:

DRC

- **MOTION**: Director Holt moved to publish the revised DRC policy in the next newsletter and on the web site. Director Pino seconded the motion.

Motion passed unanimously.

- Discussion: Mr. Schaefer presented to the board the justification for revising the DRC policy for requests submitted for landscaping, structures and yard ornament plans.

Communications Committee

Discussion: President Berner noted that with 14 pages February was the largest newsletter published to date. Eliminating homeowner discounts for advertising did not adversely affect expenditures for publication of the newsletter. Three quarters of the advertisements were from homeowners and if the resident discount had been offered, the newsletter would have lost money.

Finance Committee

- **MOTION**: Director Thomas moved to approve the firm of Zlotnick, Laws, & Sandovol, P.C. for the 2007 annual audit. Director Holt seconded the motion.

Motion passed unanimously.

- Discussion: The charter and mission statement is still under preparation. Director Thompson suggested looking at alternative for audit firms for 2008. Finance Committee would prepare requests for audit quotes. Betsy Nichols' application to serve on the Finance Committee has been received and she was previously approved. Mr. Testa provided an overview of investment possibilities referring to the FDIC.gov website highlighting that the board will have to: examine its goals, review the overall picture, consider risk and bank performance when making a decision regarding its investment options for operating and reserve fund balances.

5. Old Business

A. Rentals to Three Unrelated Persons

- **MOTION**: Director Holt motioned the need to raise awareness of the CC&R's and to publish the rules in the newsletter and on the web site. Seconded by Director Thompson.

Motion passed unanimously.

- **MOTION**: Director Thompson moved to identify a strategy to notify all homeowners about CC&R restriction of lots to single family use." Seconded by Director Holt.

Motion approved unanimously.

- Discussion: President Berner explained that this concern was brought to his attention by several homeowners. CC&R's, as explained in the attorneys letter was discussed, as well as enforcement issues and single family home versus unrelated persons.

B. Review Collection Policy

- **MOTION**: Director Thomas moved that the Finance Committee review and provide recommendations to the Board. Director Holt seconded the motion.

Motion passed unanimously.

- Discussion: Ms. Fee discussed the task force review conducted by CCMC; how the state of the economy and foreclosures can effect late payments; and reasons for changing the 45 day late fee to either 30 or 15 days keeping in mind oversight versus truancy issue. Director Thompson noted that a functional time schedule needs to be established as well as raising homeowner's awareness of their responsibilities, i.e., clarification on the invoice, or publish a reminder letter which could be included in the invoices.

6. New Business

A. Review Snow Removal Policy: The Board will keep the current snow policy, but will consider ice events in a timelier manner. Future ice events will include the following main streets for scoria: East Chili Line, Saddleback and Johnson Mesa. School delays or closures plus the Santa Fe Community College decision will guide Rancho Viejo's actions in the future. Management will be available on the emergency cell for early morning calls.

B. Trail Map Ad Sales: President Berner showed the Board and guests the proposed Trail Map project. Printing proposals were explained and the ad sales will pay for this project. Any funds above cost of production and distribution will be added to each association's finds. Eighteen ad spaces are available; six have been sold to date.

- **MOTION**: Director Holt moved to approve cashing of Trail Map advertising checks. Director Thomas seconded.

Motion passed unanimously.

C. Office Rent Increase: Management showed the Board the office rental prices presented by the new building owner. The projected office lease has increased due to estimated CAM charges. These estimates are over the projected 2008 budget. Director Pino explained that the previous landlord, Suncor, did not charge for many CAM fees.

D. Web Site Discussion: Management thanked President Berner for contributing a photo to opening page of web site. Management will continue to update site and would appreciate any suggested form residents and Board members.

E. Candidates Forums Proposed: North resident Mr. Rosen suggested the South Board promote "candidate forums" during upcoming elections. Board agreed that Mr. Rosen can organize a program of public forum as a homeowner/individual. Board agreed that neither the Board nor the Association would organize such forums or informational activities nor endorse candidates. The Board directed management to help notify residents if any forums were organized.

F. Recycle Petition to County: Director Pino announced that the County had agreed to place a temporary recycling station near the effluent plant sometime this summer until the fire station and permanent re-cycling center could be built on Rancho Viejo Boulevard in the future.

G. Ally 14 Change: Several homeowners submitted a petition requesting the change due to the circuitous route to reach their homes via the present configuration of the alley. Once all homeowner's affected by this change have given their approval Director Pino will approach the Board for their approval to proceed with construction.

H. Effects of 4 Way Stop Signs on Rancho Viejo Boulevard: Director Pino explained the rationality and justification for the installation of the stop signs: it was part of the plans for La Entrada as requested by the County. Rancho Viejo Boulevard is a major artery with on street parking and side streets. Once La Entrada has been further developed the possibility of installing speed humps in place of stop signs could be considered.

7. Resident Correspondence: Resident correspondence also referred to stop signs on Rancho Viejo Boulevard.

8. Any Other Business: Director Thomas asked about the shared offices of the associations. Management related some confusion as to decisions of separation. President Berner will discuss with management and North president.

Adjourn

President Berner adjourned the meeting at 8:50 p.m.

Approved:
Isaac Pino, Secretary

Date:
February 26, 2008