

**Rancho Viejo South Community Association  
Board of Directors Meeting  
55 Canada del Rancho, Board Room  
Tuesday, February 26, 2008  
MINUTES**

**Members Present:**

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

**Members Absent:** Bruce Thompson,

**Others in Attendance:**

Connie Donnell, Community Manager

**Residents in Attendance:** Rick Conner, Cherie Sorensen and Vic Shaw

**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 January 22, 2008**

- **MOTION:** Director Holt moved to accept the minutes for the regular meeting held January 22, 2008. Director Thomas seconded the motion.

**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.

-- Mrs. Sorensen expressed concerns about the pigeons on the Townhomes and the damage they cause. This includes pecking on roofs and staining and stucco. Mrs. Sorensen would like the Board to assure her these issues would be addressed. The Board directed management to price "pigeon guards." Management also assured this resident that yearly inspection of the roofs is scheduled.

-- Mrs. Sorensen also expressed concern about the irrigation system and will it be working properly this season. She volunteered to continue to contact management if she saw any issues this season. Management welcomed her help. President Berner asked if she was interested in joining the transition committee efforts this spring for property inspections. Management will give her all the information required. Mrs. Sorensen suggested that all contractors to the association be held to high standards in the future.

-- Mrs. Sorensen also asked about trail construction and depth of asphalt because yuccas were penetrating surfaces. Director Pino told her the depth was two inches and the yuccas were constantly something that need removing each year.

**3. Financials:**

- **Discussion:** Management presented the budget variance report for the January 2008 financials to the Board. Management noted that an operating saving account was being set up to earn interest on operating funds. Approximately \$50,000 would be kept in operating to handle monthly expenses.

#### 4. Committee Reports:

##### DRC

- Discussion: President Berner expressed concern that the DRC wanted to limit items for meetings. Management explained that the committee would like to hold meetings to a maximum of two hours every other week. Management will review each submittal for accuracy and discuss with residents a deadline for each meeting. The committee, depending on complexity, could review fifteen to twenty submittals at each meeting. The board suggested that the manager screen requests to the DRC and put those that are routine under one heading for easy handling at a meeting so the DRC members would have more time to discuss complex requests.

##### Communications Committee

- Discussion: President Berner noted that the April newsletter was ready for the printer and made a profit again.

##### Finance Committee

- Discussion: President Berner said he attended last week's finance meeting where CCMC VP, Stephanie Fee explained the accounting forms presented to the Board each month. The committee made suggestion about the collection policy and will also review investment policy, reserve study savings options and will furnish the Board a mission statement next meeting. Ms. Fee will also review options on the invoices for informing residents of the obligations for payment of assessments.

#### 5. Old Business

##### A. Review Collection Policy

- Discussion: The Board reviewed the Finance committee suggestions for changes in the collection policy and approved the recommendation. They would like for Finance to present them at the next meeting a finalized copy for approval. The new policy will tighten the delinquency due date to thirty (30) days, pre-lien to sixty (60) days and lien issued at ninety (90) days. The recommendation is this policy take effect with July 1<sup>st</sup> billing to allow time for all residents to be notified.

#### 6. New Business

##### A. DRC Request: Review Pigeon Guard on Townhome:

**MOTION**: Director Holt moved to obtain bids for pigeon guards on Townhomes and to ask the DRC to change landscaping standards to eliminate the use of pecan shells and an approved ground cover in Rancho Viejo. Director Thomas seconded.

**Motion passed unanimously.**

- Discussion: Considering the pigeon problems on the Townhomes management will seek bids for pigeon guard costs. The approval of the request and installation of guards on 119 Johnson Mesa will be tabled for ninety (90) days until the information is obtained. Management will notify resident of this decision. Since pecan shells do attract rodents as well as pigeons, this material should not be allowed.

**B. Trail Mowing Bids:**

**MOTION:** Director Holt moved to accept Heads Up bid of \$2,638.98 for three trail mowing (May/July and October) in 2008. Director Pino seconded the motion.

**Motion passed unanimously**

- Discussion: Two bids were reviewed. Both bidders were within a few dollars of each other. Heads Up was recommended since they handle all other landscaping efforts.

**C. Street Sweeping Bids:**

**MOTION:** Director Holt moved to accept the bid from High Desert for street sweeping in 2008. Director Pino seconded the motion.

**Motion passed unanimously**

- Discussion: Two bids were reviewed. The bid from Cassidy’s was \$1,000.00 less than High Desert’s \$5,888.64 bid for sweeping, but the concern was the difference in equipment. Cassidy’s has smaller, air generated sweepers which could cause dust. High Desert has water cleaning equipment which would eliminate this issue. High Desert has been the contacted street sweeper for many years and the Board felt comfortable with the quality of work in the past and they remain under the 2008 budget.

**D. Insurance Coverage:** Management explained the coverage with a new insurance broker, Western Assurance, from Albuquerque with premiums totaling \$ 5,263.00 The coverage matches past coverage with the addition of a \$2,000,000.00 umbrella policy for liability and directors and officers, which covers committee members. The saving over last year’s policy is around \$300.00. The Townhome insurance will renew in September and that coverage will also be priced for a savings.

| **7. Resident Correspondence:** Resident correspondence was reviewed.

**8. Any Other Business:** Director Pino said the extension of Narbona Pass to Sunshine Mesa will be addressed along with moving the gate from Devoy’s Peak, as soon as weather allows. He will also address the mail box paving on Saddleback Mesa at that time.

**Adjourn**

President Berner adjourned the meeting at 7:05 p.m.

Approved:

Date:

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Isaac Pino, Secretary

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March 25, 2008