

Villagio I Homeowners Association  
**GENERAL SESSION MEETING MINUTES**  
June 16, 2016  
San Clemente Community Center

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**ATTENDANCE**

Board of Directors

Dan Gutierrez, President

Justin Brown, Secretary

Jerry Anderson, Director at Large

Absent

Bob Speidel, Vice President

Ashly Fox, Treasurer

Management

Sandrine Oblak, Community Association Manager

**CALL TO ORDER**

The Meeting was called to order at 6:42 p.m.

**EXECUTIVE SESSION DISCLOSURE**

Management informed the membership about what was discussed at the prior Executive Session Meeting, including the approval of minutes, member discipline and Legal Correspondence.

**HOMEOWNER FORUM**

Two (2) homeowners present.

**DELEGATE REPORT**

The delegate informed the Board that the Master has performed tree trimming behind Via Espiritu.

**MEETING MINUTES**

The Board reviewed the meeting minutes from the General Session Meeting held on May 19, 2016.

Motioned, Seconded: "To approve the May 19, 2016 General Session Meeting minutes as submitted."

**Approved: 3-0**

**FINANCIALS**

The Board reviewed and tabled the financial statement for the period ending May 31, 2016."

Management informed the Board that CD's will be rolling over and per direction of Treasurer Ashly Fox has informed the Wells Fargo Advisor to have \$100,000 in the Wells Fargo Reserve account for upcoming expenditures.

**DELINQUENCY**

The Board reviewed the delinquency matrix. No Action.

**CORRESPONDENCE**

The Board reviewed and discussed the June 2016 violation report and correspondence that occurred since the last Board meeting. No Action

The Board discussed a homeowner's request on Via Espirtu of the current state of the front yard and request for the HOA to replace plant material. The Board directed Management to send a letter to owner that they need install their own plant material, as this is a homeowner responsibility to maintain the front yard and to submit an architectural application.

## ARCHITECTURAL

The Board reviewed architectural application 4353. Motioned, Seconded: "To approve application 4353 to replace the deteriorated wood and plexiglass windbreak fence with aluminum posts and tempered glass as submitted on the application." **Approved: 3-0**

## LANDSCAPE REPORT

The Landscape Walkthrough took place prior to the meeting on Thursday, July 21, 2016. The next scheduled Landscape Walkthrough will take place on July 21, 2016 at 4:00 p.m.

## OLD BUSINESS

Mailbox Replacement Update: Management informed the Board that a new concrete pad would need to be installed in order to accommodate the new mailbox located on Via Umbroso.

Exterior Landscape Drainage Repairs 600 Espiritu: Motioned, Seconded: "To approve the proposal from South Coast Gardening dated June 15, 2016 to install 80 feet of 4 inch drain line, drain grates, apply sealant along the retaining wall, hook up the downspouts and curb core along the side of 600 Espiritu in the amount of \$3,198.00 to G/L 3141."

**Approved: 3-0**

Vista Pacifica HOA- Response Backflow Issue: Management informed the Board that the neighboring HOA will permit the removal of the Pine tree affecting Villagio's backflows located on Vista Pacifica to be paid for by Villagio I and to pay for the installation of a replacement tree. Tabled

## NEW BUSINESS

Concrete Pad replacement Via Umbroso: Motioned, Seconded: "To approve the proposal dated June 14, 2016 from SouthCoast Gardening in the amount of \$600.00 to also include prep and reseed the small area around the pad located 742 Via Umbroso."

**Approved: 3-0**

Installation of Stop Sign 740-738 Via Otono: The Board directed Management to order two Stop signs from Omnigraphics and to have them both installed back to back at the light pole located at 740 / 738 Via Otono in the amount of \$85.00 plus hardware. Motioned, Seconded: "To ratify the Stop signs to be installed by Omnigraphics at 740 /738 Via Otono light post in the amount of \$85.00 plus hardware."

**Approved: 3-0**

Tree Trimming Proposals: Motioned, Seconded: "To approve the proposal from Top Notch Tree Service dated June 2, 2016 in the amount of \$4,275.00." **Approved: 3-0**

Speed Hump Installation 740/738 Via Otono: Management provided the Board bids to be reviewed. Tabled

Street Sealing / Red Curb: Management provided the Board bids to be reviewed. Tabled

Low Wattage bulbs for street lamps: Management informed the Board we are contacting our SDGE Sempra representative to see if energy efficient bulbs can be installed.

Block Party: The Board directed Management to issue a check to Board President, Dan Gutierrez, a check in the amount of \$1,200.00 to purchase food, prizes and entertainment for the Annual Block Party on August 6, 2016.

## NEXT BOARD OF DIRECTORS MEETING

The next Board of Directors Meeting is scheduled for July 21, 2016 at 6:30 p.m.

## ADJOURNMENT


The General Session meeting adjourned at 7:44 p.m.

**BOARD CERTIFICATION AND APPROVAL OF MINUTES**

*This is to certify that Villagio I at Rancho San Clemente Homeowners Association is a California Nonprofit Mutual Benefit Corporation; that the Board is duly constituted; has made all decisions based on reasonable investigation in good faith and with regard to the best interests of the community and its members; has exercised discretion within the scope of its authority under relevant statutes, covenants and restrictions in discharging its obligations; and hereby approve the authenticity of actions reported of this meeting.*

Respectfully Submitted:

  
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Sandrine Oblak, RS

  
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Board Signature