

**FORSTER RANCH MASTER ASSOCIATION I
BOARD OF DIRECTORS MEETING
GENERAL SESSION MINUTES
SEPTEMBER 13, 2016
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NOTICE

Upon notice duly given and received, the General Session meeting of the Board of Directors of Forster Ranch Master Association I was held at 6:30 p.m. Tuesday, September 13, 2016 at Palisades United Methodist Church, 27002 Camino De Estrella, Capistrano Beach, CA 92624.

BOARD OF DIRECTORS PRESENT

Christopher Coyle, Vice President
Fred Olsen, Member at Large
Randell Young, Member at Large
Jim Hinton, Member at Large

BOARD OF DIRECTORS ABSENT

Jack Cronk, Treasurer
Marsha Daerr, Member at Large

SEABREEZE MANAGEMENT COMPANY, INC.

Kathryn Hinton, Account Executive

BEMUS LANDSCAPE, INC.

Miles Coffin, Client Representative
Felix Montano, Branch Manager

CALL TO ORDER

The meeting was called to order by Board Vice President, Christopher Coyle, at 6:36pm.

HOMEOWNER FORUM

Homeowners from 1104 Otero were present to discuss their concerns about the solar panel installation on their neighbor's house creating a glare into their kitchen window.

BEMUS

Miles Coffin and Felix Montano of Bemus Landscape were present to review the September 2016 operations report/update and discuss several open projects.

LANDSCAPE COMMITTEE REPORT

Committee Chair, Jim Hinton provided the Board with an update on the landscape committee's projects and plans.

Be it resolved, upon a motion duly made and seconded, the Board of Directors voted to ratify the decision made by the landscape committee and to approve the proposals as summarized in table below:

Location	Project	Cost (\$)
2883 Riachuelo	Slope fill in	\$198.10
1337 Altura	Slope fill in	\$203.40
38 Calle Propero	Slope fill in, tree removal	\$114.70

Motion carried 4/0.

ARCHITECTURAL COMMITTEE REPORT

- **Committee Update** – Committee Chair, Chris Coyle, provided the Board with an update.
- **Committee Member Appointment** – **Be it resolved**, upon a motion duly made and seconded, the Board of Directors voted to appoint Lynne Perea to the Architectural Committee to serve a term of one (1) year. **Motion carried 4/0.**
- **Architectural Variance: 2911 Calle Heraldo (Addition/Expansion w/connecting balcony)** – **Be it resolved**, upon a motion duly made and seconded, the Board of Directors voted to approve the variance request from the owner of 2911 to install an addition that is a single story, but exceeds the height of the existing one-story elevation of their home. **Motion carried 4/0.**

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- **Architectural Appeal Decision Ratification – 3000 Eminencia Del Sur (Ground Mount Solar Panel Installation) – Be it resolved**, upon a motion duly made and seconded, the Board of Directors voted to ratify the decision made in a previous special executive session to ratify the decision made and to approve the ground mount solar panel installation contingent upon the following conditions being met:
Project must not be visible from the street and must not be objected to by any neighbors that own contiguous properties or that can see the panels. Owner must assume maintenance of the entire slope areas. Project me be enclosed by fencing material that is compliant with association architectural guidelines and is subject to review by the architectural committee. Additional plant material may be required to screen fencing from view of the common area (streets/neighbor lots). **Motion carried 4/0.**
- **Architectural Variance: 2903 Bonanza (Assumption of Slope Maintenance) – Be it resolved**, upon a motion duly made and seconded, the Board of Directors voted to approve the request from the owner to assume maintenance of the rear slope and to indemnify the association in order to install raised decks on the slope. **Motion carried 4/0.**

SECRETARY’S REPORT

Be it resolved, upon a motion duly made and seconded, the Board of Directors voted to approve the June 7, 2016, July 20, 2016 & August 15, 2016 General Session meeting minutes as submitted. **Motion carried 4/0.**

TREASURER’S REPORT

- **Financial Statements – Be it resolved**, upon a motion duly made and seconded, the Board of Directors voted to approve the May 31, 2016, June 30, 2016 & July 31, 2016 financials as submitted, subject to audit. **Motion carried 4/0.**
- **Maturing CDs – Be it resolved**, upon a motion duly made and seconded, the Board voted to approve the recommendations for reinvestment as submitted by Morgan Stanley advisor, David Lynn, and confirmed by Board Treasurer, Jack Cronk, and as summarized in the table below:

Investment	Maturing Amount (\$)	Investment Amount (\$)	Maturity Date	Term
Reserve money market	NA	\$150,000.00	NA	12 months
Reserve money market	NA	\$150,000.00	NA	18 months
Comenity Bank	\$200,000.00	\$150,000.00	9/2/16	24 months
First Neighbor Bank	\$40,000.00	NA	9/2/16	NA
Bank of India	\$125,000.00	\$125,000.00	11/28/16	24 months
Evansville Bank	\$245,000/00	\$245,000.00	11/16/16	24 months
Operating money market	NA	\$50,000.00	NA	18 months
Apple Manhasset	\$40,000.00	\$50,000.00	09/09/16	24 months

Motion carried 4/0.

CITY OF SAN CLEMENTE ROUNDABOUT PROJECT PROPOSAL

No formal motions were made. Management advised that the city is still working on the easement agreement with regards to the area they intend for the association to maintain.

ORGANIZATIONAL MEETING – RESEATING THE BOARD OF DIRECTORS

Be it resolved, upon a motion duly made and seconded, the Board of Directors reseated themselves following the annual meeting as follows below:

President, Christopher Coyle
Vice President, Fred Olsen
Treasurer, Jack Cronk

Secretary, Marsha Daerr
Member at Large, Jim Hinton
Member at Large, Randell Young

Motion carried 4/0.

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HOLIDAY LIGHTIN PROPOSALS

Be it resolved, upon a motion duly made and seconded, the Board of Directors voted to approve the proposal from The Christmas Kings in the amount of \$1,725.00 to install the 2016 holiday lighting display at the association monument. **Motion carried 4/0.**

GREENBELT SIDEWALK TRIP HAZARD REPAIRS PROPOSAL

Be it resolved, upon a motion duly made and seconded, the Board of Directors voted to approve the proposal from Concrete Hazard Solutions in the amount of \$375.00 to grind trip hazard along the green belt sidewalk and to be expense from operating line item GL# 8900 (Operating Contingency). **Motion carried 4/0.**

MONUMENT RENOVATION DISCUSSION AND PROPOSAL

No formal motions were made at this time. Board President, Chris Coyle, will review the submitted proposal and bring his recommendations to the next meeting to ensure the cost proposed includes all elements they need to consider for the architectural design phase.

EXECUTIVE SESSION SUMMARY

The Board of Directors met in Executive Session on September 13, 2016. The following was discussed/determined:

- June 7, 2016, July 20, 2016 & August 4, 2016 Executive Session meeting minutes were approved as presented.
- The Board reviewed the current delinquency list and payment plan tracking report and took necessary action.
- The Board reviewed options for alternate collection methods and vendors.

NEXT MEETING

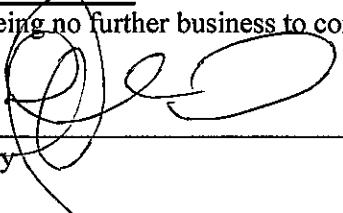
The next scheduled General Session Board of Directors meeting is Tuesday, October 4, 2016 to be held at Palisades United Methodist Church, 27002 Camino De Estrella, Capistrano Beach, CA 92624.

ADJOURNMENT

There being no further business to come before the Board of Directors the meeting was adjourned at 7:56 p.m.

Secretary _____

Date _____



10/3/16