

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
May 16, 2023
REGULAR SESSION MEETING MINUTES

**NOTICE OF
MEETING:**

Upon due notice given and received, the Regular Session meeting of the 4S Ranch Master Association Board of Directors was held on May 16, 2023 at the hour of 6:00 p.m. at the Bridgeport Clubhouse located at 10433 Styles Place, San Diego, CA 92127.

ATTENDANCE:

Directors Present: Albert Bates, President
 Charlotte Cofield, Vice President
 Mark Emch, Treasurer
 Michael Abdou, Director
Directors Absent: Lee Kaminetz, Secretary

Representing The Prescott Companies was Jocelyn Luna, General Manager and Leanne Beck, Senior Vice President of Community Management Operations

**CALL TO
ORDER:**

Jocelyn Luna called the meeting to order at 6:00 p.m.

**EXECUTIVE
SESSION
DISCLOSURE:**

It was disclosed that an Executive Session meeting was held prior to Regular Session during which the Board reviewed homeowner delinquencies, collections, legal matters, contracts and executive correspondence.

**LANDSCAPE
VENDOR
ATTENDANCE:**

Mike Scorsone, Chris Ward and Cameron Macdonald from Park West attended the Board meeting to provide the monthly landscape and tree care update.

**HOMEOWNER
FORUM:**

Time was set aside during open forum for homeowners to voice their concerns and suggestions. There was one homeowner present.

CONSENT

CALENDAR:

The Board of Directors reviewed the consent calendar. Upon a motion made by Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved the following items on the consent calendar:

- Regular Session Minutes dated April 18, 2023.
- April 2023 Financials.
- Committee Reports.
- Annual Calendar.
- Action List.
- Collection Resolution.

**UNFINISHED
BUSINESS:**

Enforcement Committee Report: The following statistics were provided from the May enforcement meeting: 19 hearings, 6 corrections, 12 fines, 2 extensions, and 4 total appeals with 2 denials and 2 approvals. No action was taken.

Park West Arborist Report: Presented for information. No action was taken.

Park West Irrigation Invoice: The Board of Directors reviewed the January irrigation invoice in the amount of \$12,748.72. Upon a motion made by Michael Abdou, seconded by Charlotte Cofield and unanimously carried, the Board voted to approve the invoice as submitted.

Ivy Gate Cameras: The Board reviewed a revised proposal for camera installation to capture rear license plates at a cost of \$12,850. This matter was tabled and the Board instructed Management to remove this matter from the agenda per the Ivy Gate delegate and residents request for additional time to research.

Rule Revisions: This matter was tabled to allow additional time for review and discussion.

**NEW
BUSINESS**

Fire Department Attendance: The Rancho Santa Fe Fire Department was in attendance to address the fuel modification zone expectations for 2023. Time was set aside for discussion. Management was instructed to request a list of expected maintenance areas and a due date from the RSFFD. No action was taken.

Finance Committee Quarterly Update: This matter was tabled until the July meeting to allow for additional discussion between the Treasurer and Management. No action was taken.

Reserve Study "Go Ahead" Letter: The Association is scheduled for a level 3 financial update serve study. Upon a motion made by Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board accepted the "go-ahead" letter to commence the reserve study process.

Landscape Proposals: The Board reviewed proposals submitted by Park West as follows:

- Proposal #104973 – Camino Del Norte Median – add plant material and mulch to fill in bare areas. \$21,825
- Proposal #105069 – Bernardo Center Slope – add plant material to bare areas. \$33,300.
- Proposal #105072 – Deer Ridge slope across high school – add plant material. \$443,475.

All of the above proposals were tabled, and Management was instructed to request Park West submit color renditions with all proposals moving forward.

Event Signs: The Board reviewed proposals for print and delivery of four Garage Sale and four Independence Day Carnival event signs for use in the Association marquis in the amount \$2,944.38. Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board approved this expense to be paid from the Association's community events budget.

Pioneer Park Toys: Blue Water Pools and Fountains submitted bids for replacement of the blue cap toys at a cost of \$2,003.72 and the foam, floor mounted spray dome at a cost of \$1,924.28 for a total cost of \$3,928 to be expended from reserves. Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the replacement bids were approved.

Town Green Vault & Electrical: Management announced that the lights in the town green were dying out and that the electrical in the vault was unserviceable. Time was set aside for the Board to discuss potential solutions. Management was instructed to seek assistance from Domusstudios. No action was taken.

**BOARD MEMBER
INPUT:**

Board members were allotted time to provide input regarding Association matters and items to be included in the upcoming Agenda.

NEXT BOARD

MEETING: The next meeting will be held on June 20, 2023 at 6:00 p.m. at the Bridgeport HOA clubhouse located at 10433 Styles Place, San Diego, CA 92127.

ADJOURNMENT: There being no further business to come before the Board in Regular Session, the meeting was adjourned at 8:26 p.m.

ATTEST:  DATE: 6/20/23