

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
November 19, 2024
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 November 19, 2024 at the hour of 6:00 p.m. at 10805 Rancho Bernardo Road, Suite 250, San Diego, CA 92127.

ATTENDANCE:

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

Directors Absent: None

Representing The Prescott Companies was Jocelyn Luna, General Manager, Paola Scrimsher, President. Representing Associa was Jessica Williams, Regional Vice President Southern California.

CALL TO ORDER:

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

**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. There were no homeowners in attendance.

**LANDSCAPE
VENDOR
ATTENDANCE:**

Chris Ward, Kim Garcia, Elias Pimienta and Jason Stewart from Park West attended the Board to provide the monthly landscape and tree care update. Michelle Priske was present via conference call.

**HOMEOWNER
FORUM:**

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

CONSENT

CALENDAR:

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

- Regular Session Minutes dated October 15, 2024
- October Financials
- Collection Resolution
- Investment Listing
- Committee Reports
- Annual Calendar
- Action Lists
- TPC Escalation Path

**UNFINISHED
BUSINESS:**

Enforcement Committee Report: A report was provided regarding the ERC September hearings indicating out of 14 hearings, 5 violations were corrected, 5 were fined for continued noncompliance, 4 were fined in abeyance, 1 of 1 appeals was approved, and 2 of 2 cold cases were resolved.

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

Park West Irrigation Invoice: The Board of Directors reviewed the August irrigation invoice in the amount of \$21,686.17. Upon a motion made by Al Bates, seconded by Lee Kaminetz, and unanimously carried, the Board voted to approve the invoice as submitted.

Geotechnical Engineer Updates

Silver Pine Road – Management announced an inspection was conducted onsite with Nautilus to discuss reinforcing the footings of the free-standing wall and that Nautilus would attend the January 21, 2025 meeting to further discuss a solution with the Board.

Ivy Gate Matters:

Pedestrian Gate Repairs: Proposals were submitted by Protech Painting and Protec Maintenance and Modern Masters painting ranging between \$3-4k for repairs or upgrades to the pedestrian gate leading to the Boys and Girls club. Upon a motion made by Al Bates, seconded by Michael Abdou and unanimously carried, the Board approved Modern Masters Painting proposal to install steel mesh on the gate and a single sided

keypad to be installed on the exterior. Further Management was instructed to switch the direction of the swinging door.

Corporate Transparency Act: Management announced that the Association's legal counsel confirmed the Association, which files as a 501 (4)(c) organization, is exempt from the Corporate Transparency Act. No further action was taken.

**NEW
BUSINESS:**

Settled Account Write Offs: Management announced that there were no settled accounts with debt for write off in the fiscal year ending 2024. No action was taken.

Landscape Proposals

The following proposals were approved:

- Proposal #116039 Linear Park Planters – remove failing plant material and installation of hearty plants that tolerate shade and foot traffic. \$10,960
- Proposal #119572 4S Ranch Pkwy – Remove old ground tree and roots, replace with sod. \$4,845
- Proposal #119904 Deer Trail Slope – Straw wattle along recently cleared slope. \$10,089.40
- Proposal #120043 Dove Creek – Removal of westringia stumps and installation of raphs. \$2,700.
- Proposal #120360 Manassas – Removal of stumps and installation of soil and sod. \$3,060.
- Proposal #120433 Installation of various posts along trail. \$8,730
- Proposal #120486 Overseeding to mitigate grub damage on turn in various areas of 4S Ranch. \$3,692.

The following proposals were tabled for further review:

- Proposal #119488 Pioneer Park Swings Mulch - \$35,345 – Pending additional bids from playground vendor
- Proposal #119492 Pioneer Park Swings Mulch - \$24,545 – Pending additional bids from playground vendor
- Proposal #119543 Monument #1 - \$19,725 – Pending review by the Landscape Committee

The following proposal was denied.

- Proposal #119028 Silver Pine staging area root prune \$11,288.

Deer Ridge Road Concrete: The 16643 Deer Ridge Road homeowner previously requested the Board consider installation of concrete pads near her home so that her shoes do not get dirty when stepping across the common parkway. Management obtained a proposal for installation

of concrete at the 5 stairways along Deer Ridge Road at the intersection with 4S Ranch Parkway in the amount of \$7,537. This proposal was denied.

2024 Winter Soiree: Upon a motion made by Lee Kaminetz, seconded by Al Bates and unanimously carried, the Board approved to increase the budget for this event to \$40k.

2024 Holiday Decorating: Management recommended the Board should award a mix of digital and physical gift cards to the contest winners this year to reduce the risk of fraudulent gift card purchases. No action was taken.

Flock Cameras: The Board reviewed a proposal to install a flock camera at the dam in the amount of \$9,300. Due to the high risk of vandalism, this proposal was denied.

2025 Social Events: The Board reviewed proposals for 2025 Social Events submitted by The Floral Exchange. The owner of this company is a homeowner with the 4S Ranch Master Association. The following contracts and not to exceed budgets were approved:

- Spring Egg Hunt: Contracted amount of \$23,864.15 NTE \$25k
- July 4th Carnival: Contracted amount of \$36,872.30 NTE \$40k
- Summer Soiree: Contracted amount of \$33,298.28 NTE \$47k
- Winter Wonderland: Contracted amount of \$39,227.65 NTE \$36,227.65
- Winter Soiree: Contracted amount TBD NTE \$40k.

Owner Correspondence

- Dog waste and leash complaints were submitted by 10433 Cherry Blossom Lane homeowner requesting the HOA take action. Management was instructed to request the owner provide suggestions for high profile locations where the Board should consider installing signage.
- Owner parkway tree complaints were submitted by 17116 and 17112 Silver Pine Road concerned that the private trees were spreading disease to other trees. Management announced an inspection was conducted with an arborist advising the trees were not at risk of dying. The Board instructed Management to conduct an inspection with a certified arborist and send a communication to the owners on the block regarding proper pest control.

Maintenance Reports: The Board reviewed the monthly maintenance report provided by Associa On Call. 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 January 21, 2025 at 6:00 p.m. at the offices of the Prescott Companies.

ADJOURNMENT: There being no further business to come before the Board in Regular Session, the meeting was adjourned at 9:50 p.m.

ATTEST:  DATE: 1/21/25
Lee J. Kaminski, Secretary

