

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
April 21, 2020
REGULAR SESSION MEETING MINUTES

NOTICE OF MEETING:

Upon due notice given and received, a meeting of the 4S Ranch Master Association Board of Directors was held on April 21, 2020 at the hour of 6:00 p.m. via Go To Meeting conference call, due to the COVID-19 pandemic.

ATTENDANCE:

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

Directors Absent: None

Representing The Prescott Companies was Leanne Beck, Vice President Inland San Diego and Paola Scrimsher, Senior Vice President of Operations.

CALL TO ORDER:

Al Bates called the meeting to order at 6:00p.m.

EXECUTIVE SESSION DISCLOSURE:

Board President Al Bates 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:

John Makowski and Alex Vanderhoeff from Park West attended the Board meeting via conference call 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 were three homeowners in attendance via conference call to address the Board with questions regarding the community.

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 March 17, 2020, pending COVID-19 information added to the notice of meeting.
- March 2020 Financials
- Open Session Collection Resolution.
- Committee Reports.
- Work Order Log.
- Annual Calendar.

UNFINISHED

BUSINESS:

Irrigation Invoices: There were no irrigation invoices provided for the Boards review.

Maybeck: The Board of Directors reviewed correspondence from American GeoTechnical indicating that the report was not ready. No action was taken.

NEW

BUSINESS:

Investment Recommendations: The Board of Directors reviewed the investment recommendations from Morgan Stanley as follows:

Excess Operating

- Money Market: Buy a 6-month CD for \$195,000

Reserves

- Maturing CD (5/19/2020): Buy a 1-year CD in the amount of \$100000
- Money Market: Buy a 6-month CD in the amount of \$250,000
- Current rates are .9%, .95%, 1.1% and 1.3% for 6, 12, 18 and 24 months, but subject to change.

Upon a motion made by Mark Emch, seconded by Al Bates, and unanimously carried, the Board of Directors approved the investment recommendations as submitted.

It was announced to the Board that Management recommended that the Board consider approving Board Treasurer Mark Emch to work with Morgan Stanley and make investment decisions in between meetings. Upon a motion made by Lee Kaminetz, seconded by Al Bates, and unanimously carried, the Board of Directors approved of Board Treasurer Mark Emch to work with Morgan Stanley in between meetings to approve investments in accordance with the Associations Investment Policy. A report of all approved investments and transactions will be included in monthly board packets for review and ratification.

Annual Financial Review and Taxes: The Board of Directors reviewed the Annual Financial Review as prepared by Greg Villard. Upon a motion made Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved of the annual financial review as submitted. Al Bates signed the taxes.

Reserve Study: It was announced to the Board of Directors that in 2019 the Board of Directors approved of a three-year reserve study program with Association Reserves, which included a Level I full reserve study and two Level III financial updates at a cost of \$2,080 per year. Association Reserves had provided the invoice for 2020 and requested all items required to perform the Level III reserve study. Provided for the information of the Board. No action taken.

Landscape Proposals: The Board of Directors reviewed the proposals submitted by Park West, as follows:

- Lone Hawk corner Renovation- \$3,170

Upon a motion made by Charlotte Cofield, seconded by Joe Erpelding and unanimously carried, the Board of Directors approved of the proposal as submitted, to be paid from reserves.

Draft Election Rules: The Board of Directors reviewed the draft election rules prepared by legal counsel to comply with SB323, which was effective January 1, 2020. The election rule changes affect the way that Delegate Elections are conducted within the Association because delegates are voted by the members. There is not a change to the way that Annual Board Elections are conducted as the members of the Board are voted on by the delegates. ***Civil Code Section 5100 (2) (d) The procedures set forth in this article shall apply to votes cast directly by the membership, but do not apply to votes cast by delegates or other elected representatives.*** Upon a motion made by Joe Erpelding, seconded by Al Bates and unanimously carried, the Board of Directors approved of the draft election rules to be sent to the membership for mandatory 28-day review and comment, after legal counsel made changes to two sections.

Pioneer Park Gazebo Proposal: The Board of Directors reviewed a proposal from ProTech Painting in the amount of \$2,200 to repaint the gazebo at Pioneer Park. Upon a motion made by Joe Erpelding, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved of the proposal as submitted.

Social Events & Signage: The Board of Directors reviewed correspondence regarding the new signage on Camino Del Norte along with costs to order additional wood signage and structures. The Board of Directors also reviewed the 2020 social events previously scheduled prior to COVID-19. Management was directed to cancel all 2020 events due to the pandemic, order additional signage and two more structures and obtain a proposal for lighting at the base of the signage. No other action was taken.

Tree Care Update: The Board of Directors reviewed correspondence from Park West and details from Management regarding the homeowner discounted tree program. Provided for the information of the Board. No action was taken.

BOARD MEMBER

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

NEXT BOARD

MEETING: The next meeting will be held on May 19, 2020 at 6:00 p.m., via conference call.

ADJOURNMENT: There being no further business to come before the Board in Regular Session, the meeting was adjourned at 7:33 p.m.

ATTEST: _____ DATE: _____