

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
May 19, 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 May 19, 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.

CALL TO
ORDER:

Al Bates called the meeting to order at 6:04p.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 Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved the following items on the consent calendar:

- Regular Session Minutes dated April 21, 2020.
- April 2020 Financials
- Open Session Collection Resolution.
- Committee Reports.
- Work Order Log.
- Annual Calendar.

UNFINISHED

BUSINESS:

Irrigation Invoices: The Board of Directors reviewed the April irrigation invoice submitted by Park West, in the amount of \$4,696.14. Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved of the invoice as submitted.

Maybeck: The Board of Directors reviewed correspondence from American GeoTechnical along with options for trash service pick-up outside of the alleys. Management was directed to coordinate a meeting of the Board to walk the Maybeck alleys together. No other action was taken.

Draft Election Rules: The Board of Directors reviewed the draft election rules which were previously provided to the membership for the mandatory 28-day review and comment period along with correspondence received from the membership. Upon a motion made by Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved of the election rules as submitted.

Reserve Study Draft: The Board of Directors reviewed the reserve study draft submitted by Association Reserves, indicating the following funding levels:

- 4S Ranch MA- 85.9%
- Amherst- 70.1%
- Garden Walk- 145.9%
- Ivy Gate- 91.8%
- Maybeck- 6.6%

Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board of Directors approved of the reserve study drafts pending an addition to Maybeck to reflect the \$54,950.50 transfer from the settlement account to Maybeck reserves.

NEW

BUSINESS:

Habitat Management Plan: The Board of Directors reviewed the habitat management plan as prepared by HRS. Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved of the report as submitted.

Inspector of Election Proposals: The Board of Directors reviewed the proposals to serve as the Inspector of Elections for the upcoming delegate elections, as follows:

- The Ballot Box- \$8,900 for ballot mailing, collection and attendance at meeting to open. Reconvened meeting is an additional \$1,290. Required mailings prior to ballot are also additional.
- The Secret Ballot- \$3,750 for full service which includes all mailing, attendance and receive and count. \$75 per hour for a reconvened meeting.

Upon a motion made Charlotte Cofield, seconded by Mark Emch and unanimously carried, the Board of Directors approved of the proposal as submitted by The Secret Ballot.

Maintenance Proposals: The Board of Directors reviewed the following maintenance proposals:

- Replacement of meter pedestal near 10466 Monterey Ridge- \$8,225
- Replacement of damaged lighting and installation of new vault door at the Town Green- \$14, 935

Upon a motion made Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board of Directors approved of the proposal for the meter pedestal replacement as submitted. No other action was taken.

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

- Plant fill-in Deer Ridge Park- \$1,400

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

Splash Pad Update: The Board of Directors reviewed correspondence from California Waters regarding the state of the splash pad and the need for repair or replacement of the blue water gun. Upon a motion made by Joe Erpelding, seconded by Al Bates and unanimously carried, the Board of Directors approved of Management to approve the replacement of the water gun if the cost did not exceed Management's contracted approving limit.

COVID-19 Signage: The Board of Directors reviewed options for signage as provided by FastSigns. No action was taken.

Homeowner Correspondence: The Board of Directors reviewed correspondence from homeowners regarding brush management and suggested signage on the trails. 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 June 16, 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 7:44 p.m.

ATTEST: _____ **DATE:** _____