

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
August 18, 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 July 21, 2020 at the hour of 6:00 p.m. via Zoom 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 Jessica Williams, Branch President.

CALL TO
ORDER:

All Bates called the meeting to order at 6:01p.m.

EXECUTIVE
SESSION
DISCLOSURE:

Board President All 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 no homeowners in attendance to address the Board of Directors.

CONSENT
CALENDAR:

The Board of Directors reviewed the consent calendar. Mark Emch pulled the investments for discussion. Upon a motion made by All Bates, seconded by Mark Emch and unanimously carried, the Board of Directors approved the following items on the consent calendar:

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

UNFINISHED

BUSINESS:

Irrigation Invoices: The Board of Directors reviewed the July irrigation invoice submitted by Park West, in the amount of \$6,850.28. Upon a motion made by Mark Emch, seconded by Al Bates and unanimously carried, the Board of Directors approved of the invoice as submitted.

Tot Lot Playground Upgrade Proposals: The Board of Directors reviewed the proposals for upgrades to the tot lots, as submitted by Miracle Playground. Upon a motion made by Joe Erpelding, seconded by Lee Kaminetz and unanimously carried, the Board of Directors approved of the following proposals, to be paid from reserves:

- Tot Lot on Deer Ridge Rd- \$8,519.24 plus \$6,960 for installation and \$1,530.68 for fibar filler
- Tot Lot on Dove Creek Rd- \$17,830.40 plus \$9,550 for installation and \$1,454.25 for fibar filler
- Swing replacement and fibar filler at the tot lot on Cayenne Creek (costs included with Dove Creek Rd)

NEW

BUSINESS:

Habitat Management Plan: The Board of Directors reviewed the 2020 habitat management plan completed by HRS. Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board of Directors approved of the plan as submitted. The Board authorized Al Bates to contact the vendor for further questions regarding maintenance of the areas.

2021 Budget Draft: The Board of Directors reviewed the 2021 draft budget as submitted by the budget committee and Management, which included no increase to the monthly Management fee of \$37,289, an increase to the all-inclusive printing and mailing from \$8,258 to \$9,075 and assessments as follows:

1. 4S Ranch Master: \$90 per home, per month (no increase)
2. Garden Walk CC: \$63 per home, per month (no increase)
3. Ivy Gate CC: \$90 per home, per month (no increase)
4. Amherst CC: \$233 per home, once a year (no increase)
5. Maybeck CC: \$73 per home, once a year (\$12 increase)
6. The Reserve Apartments \$16,200 per month (\$902 increase)

Upon a motion made by Joe Erpelding, seconded by Charlotte Cofield and unanimously carried, the Board of Directors approved of the budget as submitted.

Collection Services Proposal: The Board of Directors reviewed a proposal submitted by Alterra for collection services along with the current contract in place for Community Legal Advisors. No action was taken.

Landscape Proposals: The Board of Directors reviewed the following proposals as submitted by Park West.

- Installation of French drain at Deer Ridge Park- \$1,948
- Bernardo Center Drive Parkway Planters- \$32,780
- Rancho Bernardo Rd star jasmine in bare areas- \$2,250
- Camino San Bernardo star jasmine in bare areas- \$59,760 Rancho Bernardo Rd slope that backs up to Amante & Ravenna- \$23,660
- Bernardo Center Drive slope between Cayenne Ridge and Dove Canyon- \$75,970
- Split Rails- \$4,160

Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, the Board of Directors approved of the proposal in the amount of \$1,948 and the proposal in the amount of \$4,160, to be paid from reserves. All other proposals were tabled.

Homeowner Paint Program: It was announced to the Board that Management would work with vendors to come up with a program and options to be offered to homeowners. No action was taken.

Homeowner Correspondence: The Board of Directors reviewed correspondence from homeowners as follows:

- A homeowner requested that the Board consider allowing temporary signage for softball registration to be hung on common area fencing. Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board approved of the request with the two signs removed as soon as registration was over.
- A homeowner requested that the Board consider installing owl boxes in the open common areas to aid in rat prevention. Management was directed to ask the pest control vendor for a recommendation and proposal.

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 September 15, 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 7:28 p.m.

ATTEST: _____ DATE: _____

