

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
May 17, 2022
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 17, 2022 at the hour of 6:00 p.m. via zoom.

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

Directors Absent: Michael Abdou, Director

Representing The Prescott Companies was Leanne Beck, Vice President North County Coastal Division and Jessica Williams, Branch President, and Jocelyn Luna, General Manager.

CALL TO ORDER: Leanne Beck called the meeting to order at 6:09 p.m.

EXECUTIVE SESSION DISCLOSURE: Jocelyn Luna 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: Carlos Kurlinski, Cory Gallagher, Jason Stewart, Mike Scorsone, Elias Pimienta and Mike Stock from Park West attended the Board meeting via zoom 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. Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board of Directors approved the following items on the consent calendar:

- Regular Session Minutes dated April 19, 2022.
- April 2022 Financials.
- Committee Reports.
- Annual Calendar.
- Action List.

UNFINISHED
BUSINESS:

Irrigation Invoice: The Board of Directors reviewed the April irrigation invoice submitted by Park West in the amount of \$11,155.99. Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, the Board voted to approve of the invoice as submitted.

Investments & Investment Policy: Upon a motion made by Mark Emch, seconded by Lee Kaminetz and unanimously carried, the Board adopted the resolution recommended by legal counsel.

Landscape Proposals: The Board of Directors reviewed proposals provided by Park West and voted as follows:

- Proposal #93644 - New plant installations corner of Lone Quail/Deer Ridge-\$5,655

Upon a motion made by Lee Kaminetz, seconded by Charlotte Cofield and unanimously carried, the Board approved this proposal to be paid from reserves.

- Proposal #94880 – Replacement of struggling jasmine to with new plant material in the planters on Camino San Bernardo between 4S Ranch Parkway/Deer Ridge - \$32,715

Upon a motion made by Mark Emch, seconded by Al Bates and unanimously carried, the Board approved this proposal, to be paid from reserves.

- Proposal #95771 – Renovation of medians at lower section of Dove Canyon - \$14,135

This item was tabled.

Insurance Renewal: The Board reviewed the renewed insurance certificate reflecting a \$5,000 deductible. No action was taken.

Garden Building Roof Repair: Upon a motion made by Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board approved Premium Roofing's proposal for removal and replacement of the garden building roof, installation of insulation, and an extended warranty at a cost of \$11,800 to be paid from reserves.

Settled Account Write-Offs: This item was tabled.

Splash Pad: This item was tabled.

NEW

BUSINESS:

Landscape Proposals: The Board of Directors reviewed proposals provided by Park West and voted as follows:

- Proposal #96516 – Removal of aged moreas and installation of iceberg rose on the corner of Bernardo Center/Dove Canyon- \$8,015

This item was tabled

- Proposal #96517 – Renovation of parkway planter at the northwest end of Bernardo Center Drive to replace aged plant material with drought tolerant Little Johns and mulch - \$20,445.

Upon a motion made by Mark Emch, seconded by Al Bates and unanimously carried, the Board approved this proposal, to be paid from reserves.

- Proposal #96526 – Conversion of 409 total PGP sprinkler to MP nozzles along Camino Del Norte between 4S Ranch Pkwy/Dove Canyon with an option to apply for rebates of \$4/nozzle - \$33,582

This item was tabled.

- Proposal #96664 Renovation of slope along Alva Rd at the indication of the fire department that this is a priority slope, removal of acacia, installation of drought tolerant and fire-resistant plant material, and conversion from PGP to MP nozzles. - \$70,740.00

Upon a motion made by Al Bates, seconded by Charlotte Cofield, and unanimously carried, the Board approved this proposal, to be paid from reserves.

- Ivy Gate Oak injection on two trees to be completed by Park West's tree care division - \$500

Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board approved this proposal to be paid from Ivy Gate cost center.

Key Fob System: Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, the Board approved upgrading the key fob system to a 2-door eMerge system with 20,000 additional fob entries at a cost of \$2,578 to be completed by CES.

Preserve Monitoring and Reporting: Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board approved a three-year agreement with Habitat Restoration at a cost of \$12,000 to be billed in increments of \$4,000 annually.

Ivy Gate – Protech Painting Change Order 1 – Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board approved additional fence paneling behind 16410 Winecreek Road at a cost of \$2,200 to be paid out of Ivy Gate reserves.

Correspondence: The Board reviewed correspondence from a resident of regarding dog waste. No action was taken.

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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 21, 2022 at 6:00 p.m. in person at Del Norte High School.

ADJOURNMENT: There being no further business to come before the Board in Regular Session, the meeting was adjourned at 8:06 p.m.

ATTEST: Albert Bates **DATE:** 6/29/2022 | 9:02 PM PDT

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
April 19, 2022
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 19, 2022 at the hour of 6:00 p.m. via zoom.

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

Directors Absent: None

Representing The Prescott Companies was Leanne Beck, Vice President North County Coastal Division and Jessica Williams, Branch President, and Jocelyn Luna, General Manager.

CALL TO ORDER: Leanne Beck called the meeting to order at 6:01 p.m.

EXECUTIVE SESSION DISCLOSURE: Leanne Beck 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: Carlos Kurlinski, Cory Gallagher, Jason Stewart and Elias Pimienta from Park West attended the Board meeting via zoom 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 in attendance to address the Board of Directors.

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

- Regular Session Minutes dated March 15, 2022.
- February and March 2022 Financials.
- Committee Reports.
- Annual Calendar.
- Action List.
- Per California Civil Code 5705(c), this item serves to document action taken by the Board in executive session to involve the association's collection attorney in delinquent account proceedings, which may result in foreclosure action by the association against the property mentioned below: APN 678-638-11-21 and 678-520-21-00

UNFINISHED
BUSINESS:

Irrigation Invoice: The Board of Directors reviewed the March irrigation invoice submitted by Park West in the amount of \$9,794.66. Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board voted to approve of the invoice as submitted.

Investments & Investment Policy: The Board reviewed the resolution recommended by legal counsel. This item was tabled for requested changes.

Landscape Proposals: The Board of Directors reviewed proposals provided by Park West and voted as follows:

- New plant installations corner of Lone Quail/Deer Ridge-\$5,655
This Item was tabled.
- Plant renovation at Painted Canyon/Cayenne Creek- \$7,320
Upon a motion made by Michael Abdou, seconded by Charlotte Cofield and unanimously carried, the Board approved this proposal, to be paid from reserves.
- Plant installation near DG Path at Ivy Gate- \$3,900
This item was tabled.
- Ivy Gate main entry- \$7,074
Upon a motion made by Al Bates, seconded by Michael Abdou and unanimously carried, the Board approved this proposal to be paid from Ivy Gate cost center reserves.
- Planters on Camino San Bernardo between 4S Ranch Parkway/Deer Ridge- \$32,715
This item was tabled.
- Irrigation conversion Camino Del Norte- \$29,898
Upon a motion made by Charlotte Cofield, seconded by Lee Kaminetz and unanimously carried, the Board approved this proposal, to be paid from reserves.
- Bare planter renovation at Linear Park- \$1,575
Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board approved this proposal, to be paid from reserves.

- Plant material at pocket park behind 17544 Ralphs Ranch Rd- \$2,230

Upon a motion made by Al Bates, seconded by Charlotte Cofield an unanimously carried, this Board approved this proposal, to be paid from reserves.

- Plant material at pocket park behind 17544 Ralphs Ranch Rd- \$6,760

Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, the Board approved this proposal, to be paid from reserves.

- Medians at lower section of Dove Canyon- \$14,135

This item was tabled.

- Tree installation 10402 Cherry Blossom- \$525

Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, the Board approved this proposal, to be paid from Garden Walk cost center reserves.

Insurance Renewal: Upon a motion made by Mark Emch, seconded by Michael Abdou and unanimously carried, the Board approved of changes to the associations insurance policy to include an increased deductible of \$5,000 and removal of the contents coverage, should it provide an additional premium savings.

NEW

BUSINESS:

Annual Financial Audit and Taxes: Upon a motion made by Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board approved the 2021 audit report.

Settled Account Write-Offs: This item was tabled.

Garden Building Roof Repair: This item was tabled.

Winter Soiree: Upon a motion made by Michael Abdou, seconded by Charlotte Cofield, with Al Bates opposed, the Board approved the Rancho Bernardo Inn as the venue for the 2022 Winter Soiree with a food and beverage minimum of \$40,000 for the evening of December 3rd.

Splash Pad: This item was tabled.

Correspondence: The Board reviewed correspondence from the SD Department of Animal Control. 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.

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NEXT BOARD

MEETING: The next meeting will be held on May 17, 2022 at 6:00 p.m.

ADJOURNMENT: There being no further business to come before the Board in Regular Session, the meeting was adjourned at 7:52p.m.

ATTEST: Albert Bates DATE: 6/29/2022 | 9:02 PM PDT

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
March 15, 2022
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 March 15, 2022 at the hour of 6:00 p.m. via zoom.

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

Directors Absent: None

Representing The Prescott Companies was Leanne Beck, Vice President North County Coastal Division and Jessica Williams, Branch President.

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: Carlos Kurlinski, Cory Gallagher and Jason Stewart from Park West attended the Board meeting via zoom 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 two homeowners in attendance to address the Board of Directors.

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

- Regular Session Minutes dated February 15, 2022.
- January 2022 Financials.
- Committee Reports.
- Work Order Log.
- Annual Calendar.
- Action List.
- Collection Resolution.

UNFINISHED

BUSINESS:

Irrigation Invoice: The Board of Directors reviewed the February irrigation invoice submitted by Park West in the amount of \$9,308.32. Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board voted to approve of the invoice as submitted.

Investments & Investment Policy: This item remains open in case board action is needed. No action was taken.

Landscape Proposal: This item was tabled for Board of Directors review of location.

Insurance Renewal: This item remains open for board action needed when additional deductible options are provided. No action was taken.

NEW

BUSINESS:

Tree Removal Proposal: Upon a motion made by Lee Kaminetz, seconded by Charlotte Cofield and unanimously carried, the Board approved a proposal in the amount of \$840 to remove the podocarpus near 10475 Cherry Blossom.

Architectural Application: Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board voted to approve the architectural submittal from 10483 Garden Walk Court with confirmation of the County setback being adhered to.

Reserve Study Proposal: Upon a motion made by Mark Emch, seconded by Lee Kaminetz and unanimously carried, the Board approved Association Reserves in the amount of \$2,590 for the three-year loyalty plan agreement which includes the level 2 and two level 3 updates.

Ivy Gate Fencing Proposals: Upon a motion made by Michael Abdou, seconded by Mark Emch and unanimously carried, the Board approved the proposal from ProTech Painting in the amount of \$68,600, to be paid from reserves.

Homeowner Correspondence: The Board of Directors reviewed the following homeowner correspondence:

- Correspondence from a homeowner regarding a Hindu festival.
- Correspondence regarding Ivy Gate from two homeowners
- An update from the Girl Scout Troop that is utilizing the Garden Walk guard house.

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 April 19, 2022 at 6:00 p.m.

ADJOURNMENT: There being no further business to come before the Board in Regular Session, the meeting was adjourned at 7:17p.m.

ATTEST: Albert Bates DATE: 6/29/2022 | 9:02 PM PDT

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
February 15, 2022
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 February 15, 2022 at the hour of 6:00 p.m. via zoom.

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

Directors Absent: None

Representing The Prescott Companies was Leanne Beck, Vice President North County Coastal Division and Jessica Williams, Branch President.

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, Carlos Kurlinski, Mike Scorsone, Cory Gallagher and Jason Stewart from Park West attended the Board meeting via zoom 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 two homeowners in attendance to address the Board of Directors.

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 January 18, 2022.
- December 2021 Financials.
- Committee Reports.
- Work Order Log.
- Annual Calendar.
- Action List.
- Collection Resolution.

UNFINISHED

BUSINESS:

Irrigation Invoice: The Board of Directors reviewed the December irrigation invoice submitted by Park West in the amount of \$9,474.02. Upon a motion made by Lee Kaminetz, seconded by Charlotte Cofield and unanimously carried, the Board voted to approve of the invoice as submitted.

Investments & Investment Policy: This item remains open in case board action is needed. No action was taken.

Social Events: The Board of Directors reviewed social event proposals and voted as follows:

- Spring Egg Hunt at Pioneer Park- \$14,956.90

Upon a motion made by Lee Kaminetz, seconded by Al Bates and unanimously carried, the Board voted to approve of the proposal as submitted.

- 21st Anniversary at Linear Park- \$42,405.67

Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, the Board voted to approve of the proposal as submitted.

- Summer Soiree at Pioneer Park- \$35,339.50

Upon a motion made by Lee Kaminetz, seconded by Michael Abdou and unanimously carried, the Board voted to approve of the event, not to exceed \$35,000.

- Winter Wonderland at Pioneer Park- \$29,047.85

Upon a motion made by Al Bates, seconded by Michael Abdou and unanimously carried, the Board voted to approve of the proposal as submitted.

Signage Proposal: Upon a motion made by Michael Abdou, seconded by Al Bates and unanimously carried, the Board voted to approve the proposal in the amount of \$5,080.89 from FastSigns for event signage.

Insurance Renewal: Upon a motion made by Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board voted to approve the annual insurance renewal from Kirk Miller Agency in the amount of \$40,210.

NEW

BUSINESS:

Finance Committee: The Board of Directors reviewed correspondence from a delegate interested in serving on the committee along with a quarterly report provided by the committee chair. Upon a motion made by Lee Kaminetz, seconded by Mark Emch and unanimously carried, the Board voted to appoint Sheri Mayer to the finance committee.

Architectural Application Appeal: Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board voted to approve the architectural submittal from 16167 Deer Ridge Ct with the conditions listed by the MAC and also the following conditions:

- An issuance of a building permit is required from the County of San Diego.
- At the completion of the project, the homeowner is required to provide a final inspection approval from the County in order for the MAC to approve the Notice of Completion and close out the file.

Landscape Proposals: The Board of Directors reviewed proposals provided by Park West and voted as follows:

- Renovations at corners Glen Aspen, Monterey Ridge and 4S Ranch Parkway-\$8,981.

Upon a motion made by Al Bates, seconded by Michael Abdou and unanimously carried, the Board voted to deny the proposal.

- Lone Quail Slope- \$14,180

Upon a motion made by Charlotte Cofield, seconded by Mark Emch and unanimously carried, the Board voted to approve the proposal as submitted, to be paid from reserves.

- Plant material at Painted Canyon Park- \$3,500

Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board voted to approve the proposal as submitted, to be paid from reserves.

- Red apple at Painted Canyon near Falcon Crest- \$3,155

Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board voted to approve the proposal as submitted, to be paid from reserves.

- New plant installations located near the corner of Lone Quail and Deer Ridge. - \$5,655

This item was tabled.

- Planter renovation along Albert- \$4,885

Upon a motion made by Michael Abdou, seconded by Mark Emch and unanimously carried, the Board voted to approve the proposal as submitted, to be paid from reserves.

- Deer Ridge Slope- \$169,625

Upon a motion made by Charlotte Cofield, seconded by Michael Abdou and unanimously carried, the Board voted to approve the proposal as submitted, to be paid from reserves.

- 4S Ranch Parkway and Camino San Bernardo planters behind monuments- \$10,615

Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, the Board voted to approve the proposal as submitted, to be paid from reserves.

Homeowner Correspondence: The Board of Directors reviewed the following homeowner correspondence:

- Correspondence from a homeowner regarding street parking by commercial vehicles and RV's.

Management was directed to send correspondence to the City of San Diego and County of San Diego regarding the possibility of installing signage that does not allow the parking of RV's or commercial vehicles at any time.

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 March 15, 2022 at 6:00 p.m.

ADJOURNMENT:

There being no further business to come before the Board in Regular Session, the meeting was adjourned at 8:23p.m.

ATTEST: Albert Bates DATE: 6/29/2022 | 9:02 PM PDT