

**4S RANCH MASTER ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
January 17, 2023  
**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 January 17, 2023 at the hour of 6:00 p.m. at the Bridgeport Clubhouse located at 10433 Styles Place, San Diego, CA 92127.

**ATTENDANCE:**

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

Directors Absent: None

Representing The Prescott Companies was Leanne Beck, Senior Vice President of Community Management Operations, and Jocelyn Luna, General Manager.

**CALL TO ORDER:**

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

**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.

**LANDSCAPE VENDOR ATTENDANCE:**

Mike Scorson, Chris Ward, Carlos Kurlinski and Elias Pimenta from Park West attended the Board meeting 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. Seven homeowners were in attendance.

## CONSENT

### CALENDAR:

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

- Regular Session Minutes dated November 15, 2022.
- November 2022 Financials.
- Investment Reports.
- Committee Reports.
  - The following actions were taken by the ERC in the month of January
    - 18 Hearings were held
    - 13 Fines were issued
    - 2 Properties were brought into compliance
    - 2 Fine waivers were denied
    - 1 Fine waiver was approved
  - The following actions were taken by the ERC in the month of December:
    - 19 Hearings were held
    - 7 Fines were issued
    - 8 Properties were brought into compliance
    - 2 Fine waivers were denied
    - 1 Fine waiver was approved
- Annual Calendar.
- Action List.
- Collection Resolution.

## UNFINISHED

### BUSINESS:

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

Park West Irrigation Invoice: The Board of Directors reviewed the November irrigation invoice in the amount of \$12,851.48 and the December irrigation invoice in the amount of \$16,290.51. Upon a motion made by Charlotte Cofield, seconded by Lee Kaminetz and unanimously carried, the Board voted to approve the invoices as submitted.

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

- Proposal #100731 – Renovation of monuments - \$33,856.  
This item was tabled.

- Proposal #100734 – Winesprings Entry – Renovation to include installation of drought tolerant plant material. \$9,055.  
This item was approved upon a motion made by Lee Kaminetz, seconded by Charlotte Cofield and unanimously carried.

2023 Reserve Studies: Presented for information. No action was taken.

2023 Master Tree Trimming Schedule: Upon a motion made by Mark Emch, seconded by Charlotte Cofield and unanimously carried, the Board approved 10 days of trimming per month at a cost of \$18,000.

Rule Revisions: This matter was tabled.

## **NEW BUSINESS**

Finance Committee Update: Mark Emch provided an update regarding the Association’s financial standing and funding over the last 5 years. No action was taken.

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

- Proposal #10180 – Camino San Bernardo – Installation of premium mulch. \$15,000.

This was approved upon a motion made by Lee Kaminetz, seconded by Al Bates and unanimously carried.

- Proposal #101734 – Lone Quail/Deer Ridge – Renovation of plant material. \$3,107.

This was approved upon a motion made by Al Bates, seconded by Michael Abdou and unanimously carried.

- Proposal #101736 – Camino San Bernardo – Renovation of last section of planters. \$20,260.

This was approved upon a motion made by Mark Emch, seconded by Al Bates, and unanimously carried.

- Proposal #101738– Rancho Bernardo Road – Installation of premium mulch. \$11,250.

This was approved upon a motion made by Lee Kaminetz, seconded by Al Bates, and unanimously carried.

- Proposal #101745 – Alva Road/Red Tail Road – Replacement of raphs with dianella. \$9620.

This was approved upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried.

- Proposal #101798 – Camino Del Norte – Installation of mulch in meddle section of planters. \$11,250.

This was approved upon a motion made by Mark Emch, seconded by Michael Abdou and unanimously carried.

- Proposal #101806 – Pioneer Park – Installation of mulch at the swings. \$6,950

This was approved upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried.

- Proposal #101818 – Prairie Springs – Replacement of raphs with carissa and brown colored mulch \$31,005.

This was approved upon a motion made by Charlotte Cofield, seconded by Michael Abdou and unanimously carried with the condition that \$8,325 in planting credits be applied for warrantied plant material for a total cost of \$22,680.

All items are reserve expenses.

#### Pioneer Park:

- Restrooms: Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board approved replacement of the hydraulic closers by Protec Building Services at a cost not to exceed \$1,000.
- Splash Pad: Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board approved Bluewater Pool's estimate of \$5,725.93 to be paid from reserves for repairs and replacement of two circulation pumps, three spill buckets, one water cannon, the touch sensor, and ORP system as needed.

NOC 16865 Silver Crest Drive: Upon a motion made by Charlotte Cofield, seconded by Michael Abdou and unanimously carried, the Board approved the owner's appeal of their NOC paint denial.

#### Ivy Gate Matters:

- Knox Box Proposal – This matter was tabled for additional research.
- Keypad Proposal – This matter was tabled for additional research.
- Owner Correspondence – The Board instructed Management to request proposals for LED street light conversion in Ivy Gate and to contact the landscape vendor to request repairs to the bike trail.

4<sup>th</sup> of July Display: The Board reviewed a drone display proposal for a 10-minute show with 100 drones at a cost of \$40,000. Management was instructed to seek additional bids within a \$25,000 budget. This matter was tabled.

Holiday Decorating Judges: No action was taken.

Additional Agenda Items: Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board added the San Dieguito Planning Group and Board Organization to the agenda.

San Dieguito Planning Group: The Board instructed Management to submit a public records request to the County of San Diego's Department of Public Works for sidewalk repair requests submitted in 4S Ranch with specific criteria. Upon a motion made by Al Bates, seconded by Mark Emch and unanimously carried, the Board approved for Management to submit correspondence to the San Dieguito Planning Group for presentation before the County of San Diego on behalf of the 4S Ranch Master Association.

Board Organization: Upon a motion made by Michael Abdou, seconded by Lee Kaminetz and unanimously carried, the Board approved for all Members to remain in their offices as follows:

Al Bates – President  
Charlotte Cofield – Vice President  
Mark Emch – Treasurer  
Lee Kaminetz – Secretary  
Michael Abdou – Director

**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 February 21, 2023 at 6:00 p.m. at the Bridgeport HOA clubhouse located at 10433 Styles Place, San Diego, CA 92127.

**ADJOURNMENT:** There being no further business to come before the Board in Regular Session, the meeting was adjourned at 8:48 p.m.

ATTEST: \_\_\_\_\_ DATE: \_\_\_\_\_