

4S RANCH MASTER ASSOCIATION
BOARD OF DIRECTORS MEETING
January 16, 2024
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 16, 2023 at the hour of 6:00 p.m. at 10433 Styles Place, San Diego, CA 92127.

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 Jocelyn Luna, General Manager, Leanne Beck, Senior Vice President of Community Management Operations, and Paola Scrimsher, President.

CALL TO ORDER:

Jocelyn Luna called the meeting to order at 6:07 pm.

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:

Chris Ward, Mike Scorsone, Michelle Priske and Cameron Macdonald 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. The owners of 16982 Silver Pine Road were in attendance to report repairs needed to the HOA common area fence behind subject unit.

CONSENT

CALENDAR:

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

- Regular Session Minutes dated November 14, 2023
- November 2023 Financials
- Investment Listing
- Open Session Collection Resolution
- Committee Reports
- Annual Calendar
- Action Lists
- TPC Escalation Path

UNFINISHED

BUSINESS:

Enforcement Committee Report: A report was provided regarding the ERC January hearings indicating out of 29 hearings, 14 violations were corrected, 11 were fined for continued noncompliance, four were extended and one appeal was denied. No action was taken.

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

Park West Irrigation Invoice: The Board of Directors reviewed the November irrigation invoices totaling \$11,825.21 and the December invoice in the amount of \$7,488.24. Upon a motion made by Mark Emch, seconded by Lee Kaminetz and unanimously carried, the Board voted to approve the invoices as submitted.

Rules & Regulations: Management announced the Board's latest round of revisions were currently being reviewed by legal counsel prior to providing to the Membership for comment and review. No action was taken.

NEW

BUSINESS:

Financial Update – 2023.Q4: Management announced the December financials were still being drafted, therefore the financial update was tabled to the following meeting to allow time to provide the latest financial report.

Landscape Proposals: The Board reviewed proposals submitted by Park West as follows:

- Proposal #111404 – Replacement of two dead crape myrtles at the garden. \$1,100. This proposal was denied due to the limited planter space.
- Proposal #11436 – Approximately 2500 linear feet of straw wattle behind the Town Center slope. \$5,760. Upon a motion made by Lee Kaminetz, seconded by Mark Emch and unanimously carried, this item was approved to be paid from reserves.
- Proposal #111614 – Falcon Crest Court Slope – Installation of hearty raph shrubs at the end of the culdesac. \$2,107. Upon a motion made by Charlotte Cofield, seconded by Al Bates and unanimously carried, this item was approved to be paid from reserves.
- Proposal #111625 – Continued brush clearance on the slope behind Reserve apartments. \$7,328. Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, this item was approved to be paid from reserves.

Garden Walk Tree Trimming 2024: The Board approved the Garden Walk tree trimming plan from Park West Arbor care in the amount of \$10,206 to be paid from the Garden Walk cost center funds upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried.

Social Events: Upon a motion made by Al Bats, seconded by Lee Kaminetz and unanimously carried, the Board approved dates and NTE budgets for 2024 social events to be determined by the Social Committee as follows:

- Spring Egg Hunt – Saturday, March 30, 2024, at Pioneer Park from 9am-12pm at a budget NTE \$20k.
- Independence Day Carnival – Thursday, July 4, 2024, at Linear Park from 12pm-3pm at a budget NTE \$40k
- Summer Soiree – Saturday, August 10, 2024, at Pioneer Park from 6pm-10pm at a budget NTE \$43k.
- Winter Wonderland – Sunday, December 1, 2024, at Pioneer Park from 10am-1pm at a budget NTE \$35k.
- Winter Soiree – Saturday, December 7 at Capri Blu from 5:30pm-10pm at a budget NTE \$25k.

Sidewalk Maintenance:

Ivy Gate – Upon a motion made by Michael Abdou, seconded by Lee Kaminetz and unanimously carried, the Board approved BPR’s proposal to perform concrete grinding throughout various areas listed in Ivy Gate at a cost of \$16,985, pending formation of an acceptable contract, to be paid from Ivy Gate reserves.

Dove Creek Pocket Park – Upon a motion made by Al Bates, seconded by Lee Kaminetz and unanimously carried, the Board approved BPR’s proposal to perform concrete grinding and panel replacement at Dove Creek park at no additional cost to the Association, pending formation of an acceptable contract.

Cellular Communicator – Garden Building: Upon a motion made by Al Bates, seconded by Charlotte Cofield and unanimously carried, the Board approved SST’s proposal to upgrade the existing fire panel with a cellular communicator in the garden building at a cost of \$600.63 for the panel and an ongoing cost of \$65 for monthly cellular service.

Janitorial Service 2024: The Board approved a new schedule for janitorial services to consist of once daily service, seven days per week from December through March (\$2,255 monthly) and an increase to twice daily service on weekends from April through November (\$2,795.25 monthly) at a yearly cost of \$31,382.

Friends of the 4S Ranch Library Correspondence: The Board reviewed correspondence from local residents strongly in favor of the County’s proposed library expansion project. No action was taken.

Owner Correspondence: The Board reviewed correspondence from 10438 Galena Canyon expressing concerns over vandalism on the public county road. The Board announced the Sheriff is patrolling this area daily and nightly and no notable trespassing or vandalism is occurring at this time. No action was taken.

Dam Discussion: Time was set aside for the Board to discuss dam maintenance. 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.

**NEXT BOARD
MEETING:**

The next meeting will be held on February 20, 2024 at 6:00 p.m. at the Bridgeport Clubhouse.

ADJOURNMENT: There being no further business to come before the Board in Regular Session, the meeting was adjourned at 8:13 p.m.

ATTEST:  DATE: 2/20/2024

