



SAMLARC Board of Directors Meeting

Open Session Meeting Minutes

January 27, 2026 | 6 PM

Members Present

President Jeff Halbreich
Vice President Greg Schnieders
CFO Greg Wieckert
Secretary Deborah Christensen
Director Jeff Beardsley

Members Absent

FirstService Residential - SAMLARC

Community Executive Officer George Blair
Assistant General Manager Jerry Corpuz
Public Relations Manager Alex Kuhlmann
Community Services Manager Carla Galosic
Finance Analyst Candice Preza
Capital & Reserves Project Manager Devin Swanson
Parks & Sports Manager Ben Helm
Beach Club Manager Pat White
Projects Coordinator Summer Mullen

Additional Participants

Corporate Counsel, Dan Nordberg, Esq., Nordberg Law Group, P.C.
BSA Troop 727 (Emmett Villafana, Carter Wenzel, Kyle Gaghan)

Executive Session Review

The following items were reviewed in the Executive Session Meeting preceding the Open Session Meeting, in accordance with California Civil Code 4090 (which includes discussions of Employment Issues, Contract Negotiations, Consultations with Corporate Counsel, Review of Information Provided by Counsel, and Constitutionally or Legally Protected Topics, i.e., Attorney-Client Privileged Information):

- IDR Update Regarding SAMLA-0680-02
- Board Appointment
- Foreclosures



I. Call to Order

President Halbreich called the Meeting to order at 6:03 PM.

II. Approval of the Agenda

Resolution: To approve the January 27, 2026, Open Session Meeting Agenda, amended to move Consent Item C (Contract with JB Bostick) and Consent Item E (Contract with Pilot Painting and Construction) to Discussion Items K and L, respectively.

Motion: Deborah Christensen

Second: Greg Wieckert

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

III. Homeowners Forum

A Homeowners Forum was held, during which Members were given the opportunity to address the Board. Although members were present, no members wished to address the Board.

IV. Approval of the Minutes

Resolution: To approve the November 11, 2025, Open Session Meeting Minutes.

Motion: Greg Schnieders

Second: Jeff Beardsley

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None



V. Presentations

A. Santa Margarita Pop Warner

The Board honored the SMPW 10U Cowboys for the excellent sportsmanship and victories throughout their season. The 10U D-1 Football team won the OEC Orange Bowl Championship, the Wescon Championship, and the D-1 National Championship – becoming the first-ever D-1 National Champions in OEC football history.

VI. Items for Discussion

A. Director and Officer Realignment

Resolution: To accept the resignation of Director Kyle Wolack from the Board of Directors; and

To appoint Director Jeff Beardsley as SAMLARC Secretary; Director Deborah Christensen as Vice President; and Director Greg Schnieders as Director at Large through the February 19, 2026 Annual Meeting. President Jeff Halbreich and CFO Greg Wieckert will remain in their current positions through the February 19, 2026 Annual Meeting.

Motion: Jeff Halbreich

Second: Greg Wieckert

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

B. Lagoon Mastic Repair

Whereas, The Election Committee has determined that Deborah Christensen, Madona Shaheen, and Greg Wieckert were duly nominated and are each qualified to be elected to the Board of Directors;

Whereas, The Election Committee has determined that after the close of nominations, the number of people nominated for the board and who are qualified to be elected is not more than the number of directors to be elected;

Whereas, California Corporation Code section 7522(d) provides: "If after the close of nominations, the number of people nominated for the board is not more than the number of directors to be elected, the corporation may without further action declare that those nominated and qualified to be elected have been elected";

Whereas, the above referenced section of the California Corporations Code applies to non-profit Mutual Benefit Corporations including SAMLARC.



Whereas, per code and SAMLARC governing documents an annual meeting is required;
and

Whereas, general notice regarding the election and annual meeting must be posted a
minimum of 35 days in advance of the election;

Now therefore be it Resolved:

That SAMLARC declares that Board Candidates Deborah Christensen, Madona Shaheen,
and Greg Wieckert who have been duly nominated and are qualified to be elected, have
been elected.

Now, therefore, be it further Resolved:

That SAMLARC's annual meeting will still proceed on the date and time scheduled with
the Agenda Items proposed by Staff.

Motion: Jeff Halbreich

Second: Jeff Beardsley

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen,
Jeff Beardsley

Nays: None

C. Eagle Scout Project: Fish Identification Signs

Resolution: To approve an Eagle Scout Project identifying the various Fish Species in Lago
Santa Margarita.

Motion: Jeff Halbreich

Second: Deborah Christensen

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen,
Jeff Beardsley

Nays: None

D. Eagle Scout Project: Angling Videos

Resolution: To approve an Eagle Scout Project to educate the community on angling
etiquette through a video series.

Motion: Deborah Christensen

Second: Jeff Halbreich



Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

E. Eagle Scout Project: StoryWalk

Resolution: To approve an Eagle Scout Project to install a StoryWalk trail in the community.

Motion: Jeff Halbreich

Second: Greg Wieckert

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

Administrative Direction: The selected location for the StoryWalk is Solana Park.

F. Insurance Market Update

Resolution: To receive and file the report.

Administrative Direction: Brown & Brown to solicit policies with premiums not exceeding \$420,00

G. Amendment to the Vendor Payment Policy

Resolution: To amend the Vendor Payment Policy to allow Checks and invoices to be greater than \$25,000.

Motion: Jeff Halbreich

Second: Greg Wieckert

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

H. Central Park Easement for Veterans Memorial

Resolution: To approve the proposed easement with the City of Rancho Santa Margarita for constructing, maintaining, and owning a Veterans Memorial at Central Park.

Motion: Jeff Halbreich

Second: Deborah Christensen

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley



Nays: None

I. Altisima Pickleball Court Resurfacing

Resolution: To approve a contract with TrueLine Construction & Surfacing for the resurfacing of eight pickleball courts at Altisima Park.

Motion: Greg Schnieders

Second: Jeff Halbreich

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

Administrative Direction: Consider increasing the reserve allocation for pickleball facility maintenance in light of increased resident usage.

J. 2026 Use Fee Schedule

Resolution: To approve the 2026 Use Fee Schedule.

Motion: Jeff Halbreich

Second: Jeff Beardsley

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

K. Contract with JB Bostick

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with JB Bostick to seal coat and perform asphalt repairs for eleven SAMLARC parking lots. To approve the 2026 Use Fee Schedule.

Motion: Jeff Halbreich

Second: Deborah Christensen

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None



L. Contract with Pilot Painting and Construction

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with Pilot Painting and Construction for the paint/repair of the SAMLARC Pool Facilities.

Motion: Jeff Halbreich

Second: Deborah Christensen

Ayes: Jeff Halbreich, Greg Schnieders, Deborah Christensen, Jeff Beardsley

Nays: Greg Wieckert

VII. Consent Calendar

All matters on the Consent Calendar are to be approved in one motion, unless a committee member requests action on a specific item.

Motion: Greg Wieckert

Second: Greg Schnieders

Ayes: Jeff Halbreich, Greg Schnieders, Greg Wieckert, Deborah Christensen, Jeff Beardsley

Nays: None

Upcoming Contracts

A. Contracts to Expire

Resolution: To approve entering into a contract with the following vendors for the period as specified by each of the associated contracts, with the contracts coming before the Board of Directors for final approval prior to the current contract expiration date. These contracts include:

- *Waterwerx, Inc.*; Stormwater Drain Cleaning. Second Renewal, no price increase, no change in terms of Contract. May 28, 2026 – May 27, 2027
- *Knorr Systems, Inc.*; Pool & Lagoon Repairs. New Contract, no price increase, no change in terms of Contract. May 23, 2026 – May 22, 2027
- *SBS Lien Services*; Lien Collection/Foreclosure. New Contract, no price increase, no change in terms of Contract. May 27, 2026 – May 26, 2027
- *Premier Aquatics*; Pool Lifeguard and Boat Monitoring. New Contract, 3.5% price increase, no change in terms of Contract. May 1, 2026 – September 30, 2026



Miscellaneous

B. Adoption of the Architectural Standards and Policies & Guidelines for 2026

Resolution: To adopt the 2026 Architectural Standards and Policies & Guidelines; and To mail postcards to the Membership with notification of the adopted documents in alignment with the Civil Code.

Contracts

D. Contract with CertaPro Painters of Orange County

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with CertaPro Painters of Orange County for the paint/repair of the SAMLARC Park Amenities and Facilities.

F. Contract with IE Alarm Systems

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with IE Alarm Systems to install a cellular communicator and provide 24/7 security monitoring services for the SAMLARC Business Office.

G. Contract with Crisp Imaging

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with Crisp Imaging for the digitization of site plans.

H. Contract with Concrete Hazard Solutions

Resolution: To approve a contract with Concrete Hazard Solutions for concrete repairs and replacement maintenance services.

I. Contract with 24HRC

Resolution: To approve a contract with 24HRC to perform various maintenance services.

J. Contract with Painting Unlimited, Inc.

Resolution: To approve a contract with Painting Unlimited, Inc. to perform various paint repairs and replacement maintenance services.

K. Contract with HOA Technology

Resolution: To approve a contract with HOA Technology to provide community card access maintenance, and support services at SAMLARC Facilities.

L. Contract with AD Magellan

Resolution: To approve a contract with AD Magellan for architectural and construction planning services.



- M. **Contract with La Cresta Enterprises, Inc.**
Resolution: To approve a contract with La Cresta Enterprises, Inc. for Backflow Device Certification and Repair Services.
- N. **Contract with Dave Bang Associates**
Resolution: To approve a contract with Dave Bang Associates for Playground Equipment and Repairs throughout the SAMLARC community.
- O. **Contract with Santa Margarita Plumbing**
Resolution: To approve a contract with Santa Margarita Plumbing, Inc. to provide plumbing services throughout the SAMLARC community.
- P. **Contract with The Customer Engine**
Resolution: To approve a contract with The Customer Engine for website maintenance and development services.

Contract Renewals

- Q. **KAL Resources (First Renewal)**
Resolution: To approve the first renewal of the contract with KAL Resources to perform janitorial services.
- R. **Contract Renewal with HydroPoint Data Systems, Inc. (First Renewal)**
Resolution: To approve the first renewal of the contract with HydroPoint WeatherTrak Irrigation Control Services for WeatherTrak Irrigation control services.
- S. **Contract Renewal with Best Pool Services (First Renewal)**
Resolution: To approve the first renewal of the contract with Best Pool Service to provide pool and wader maintenance services.
- T. **Contract Renewal with Diamonds: Trash Services (First Renewal)**
Resolution: To approve the first renewal of the contract with Diamonds Sports Field Services, Inc. for trash removal throughout the SAMLARC community.
- U. **Contract Renewal with 24HRC: Handyman Services (First Renewal)**
Resolution: To approve the first renewal of the contract with 24HRC to perform facility maintenance services throughout the SAMLARC Community.
- V. **Contract Renewal with Gentle Yoga for the Rest of Us**
Resolution: As recommended by the Community Lifestyle Committee, to approve the renewal of the contract with Jeannette Turiace for gentle yoga classes at SAMLARC facilities.



W. Contract Renewal with Sweet Spot Tennis

Resolution: As recommended by the Community Lifestyle Committee, to approve the renewal of the contract with Sweet Spot Tennis for tennis classes at SAMLARC facilities.

Work Authorizations

X. Altisima Park Playground Shade Replacement (Work Authorization)

Resolution: To recommend that the Board of Directors approve Work Authorization #053 with Dave Bang Associates, Inc. for the replacement of the shade fabric at the Altisima Park Playground.

Y. Pool Chemical Controllers (Work Authorization)

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve Work Authorization #007 with Best Pool Service for the replacement and installation of Automated PH/Chlorine Controllers for all SAMLARC pools and waders.

Z. Arroyo Vista Pool Recirculation Pump Replacement (Work Authorization)

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve Work Authorization #006 with Best Pool Service for the replacement of the circulation pump at Arroyo Vista Pool.

AA. Central Park Net Extension (Work Authorization)

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve Work Authorization #36 with OC Fence and Work Authorization #39 with Collins Company for extension of the Central Park Arena netting.

Ratifications

BB. Flagpole (Ratification)

Resolution: To ratify Work Authorization #030 with 24HRC for the removal and reinstallation of the flagpole located at the Lakeshore for Christmas Tree Lighting.

CC. Lakeshore DG Repairs (Ratification)

Resolution: To ratify Work Authorization #087 with Diamonds Sports Field Services for repairs to Lakeshore as directed by Management.

DD. Vinyl Fence Repair (Ratification)

Resolution: To ratify Work Authorization #033 with 24HRC to repair the vandalized vinyl fence post at Estrella Vista Park.



Fiscal Items

EE. January 2026 Late Fees

Resolution: To approve the waiver of late fees for January due to the assessment increase, effective January 1, 2026.

FF. Approval of the October 2025 Financial Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the financial statement and bank reconciliation dated October 31, 2025.

GG. Approval of the November 2025 Financial Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the financial statement and bank reconciliation dated November 30, 2025.

HH. Approval of the December 2025 Financial Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the financial statement and bank reconciliation dated December 31, 2025.

II. Approval of the September Credit Card Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the charges and acknowledge review of the payable transmittal for SAMLARC US Bank credit cards for the statement closing date of September 25, 2025.

JJ. Approval of the October Credit Card Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the charges and acknowledge review of the payable transmittal for SAMLARC US Bank credit cards for the statement closing date of October 25, 2025.

KK. Approval of the November Credit Card Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the charges and acknowledge review of the payable transmittal for SAMLARC US Bank credit cards for the statement closing date of November 25, 2025.

LL. Approval to Proceed with Liens

Resolution: To authorize and instruct Management to record a lien on Forty-One delinquent accounts, should their assessments not be paid within the time established in the Intent to Lien Letter.



VIII. Committee and Liaison Reports

Committees

Budget & Cash Flow

The Budget and Cash Flow Committee met on Wednesday, January 21, 2026, to review cash flow worksheets and acknowledge the December 2025 Financial Statement, as well as the November credit card statements.

The BCFC's next meeting is scheduled for February 18 at 12PM in-person.

Community Lifestyle

The Community Lifestyle Committee last met on January 20, 2026. The topics of discussion included:

- The Committee reviewed the success of the past events of the October Gardening Workshop, Halloween Family Festival, New & Now Welcome Reception, November Gardening Workshops, Holiday Home Decorating Contest, North Pole Hotline, Christmas Tree Lighting and Carols 'Round the Lake events. After discussing feedback from the community, the Committee opted to adjust the time of the Halloween Family Festival to 3-6 PM, and both Christmas Tree Lighting and Carols 'Round the Lake to 5-7 PM.
- The Committee discussed upcoming March Craft & Garden Workshops, New & Now Welcome Reception, and Animals Everywhere events focusing on event details, along with potential themes for the End of Summer Adult Event.

The Committee is next scheduled to meet on February 17, 2026.

Communications

The Communications Committee last met on January 13, 2026. The topics of discussion included:

- Review of the Committee Charter
- 2026 Internal Strategies and Campaigns
- 2026-2027 Goal Setting
- Quarter 4 Digital Engagement Analytics
- Quarter 1 Activities

The Committee is next scheduled to meet in April 2026.



Landscape & Facilities Enhancement

The Landscape and Facilities Enhancement Committee last met on Thursday, January 15, 2026. The topics of discussion included:

- SAMLARC Pool Chemical Controllers
- Altisima Park Playground Shade Replacement
- Asphalt Refurbishment for SAMLARC Parking Lots
- Paint/Repair of the Park Amenities & Facilities
- Paint/Repair of the Pool Facilities
- Central Park Arena Goals & Protective Net Extension
- Altisima Pickleball Court Resurfacing
- SAMLARC Business Office Security Alarm System
- Site Plan Digitization
- Arroyo Vista Pool Pump Replacement

The Committee is scheduled to meet next on Thursday, February 12, 2026, at noon.

Liaisons

Architectural Review

The Architectural Review Committee met on November 24th, December 8th, January 12th, and January 26th. The Committee reviewed and approved twenty-six submittals and denied one.

The Committee is next scheduled to meet on February 9th at 12:00 pm at the SAMLARC Business Office.

Community Associations of Rancho

The Community Associations of Rancho met on January 13, 2026. Key discussion items included:

- Grant updates for Robinson Ranch and Trabuco Highlands.
- NPDES compliance certifications. The City agreed to remove the signature block and the language assigning liability to individual board members. Liability will instead be assigned to the vendor responsible for certifying completion of the work.
- Status of CAR's 501(c)(3) application. CAR is seeking a new lead to finalize the paperwork needed to obtain its 501(c)(3) designation, following the resignation of longtime CAR member Mr. Don Chadd.
- Acknowledgment of Mr. Don Chadd. Mr. Chadd, a former SAMLARC Board Member and long-term CAR participant, has resigned and will be stepping away from the group. We extend our best wishes to him.



Covenant

The Covenant Committee met on Tuesday, December 2nd and reviewed seventeen violations. Two homes were assessed fines, two homes had their privileges suspended, three homes were offered IDR, two homes were offered ADR, four homes got extensions, and one home had their fines rescinded.

The next Covenant Committee meeting is scheduled for Tuesday, February 3rd at 4:00 p.m.

Election

The Election Committee appointed three applications for nomination to election in October. The number of nominated applicants did not exceed the number of vacant Board positions; therefore, those three candidates have been declared Directors of SAMLARC. The Committee will next meet in April to dissolve the 2026 Election Committee and appoint the 2027 Election Committee.

Sports Council

The Sports Council last met on December 10, 2025. The topics of discussion included:

- Spring 2026 field allocation procedures
- roster submission timelines
- upcoming field availability constraints tied to rehabilitation projects, and
- overseeding, and scheduled capital work.

Management provided updates on:

- SMS Mudline communications
- league participation trends, including significant growth in youth sports registrations.

Project reviews included:

- sports field rehabilitation
- parking lot replacement impacts, and
- scheduled closures coordination efforts emphasized to minimize program disruption.

The Council also reviewed

- 2026 field fee adjustments driven by rising utility and maintenance costs, and
- discussed the importance of monitoring unauthorized field use and improving reporting protocols.

The Committee is next scheduled to meet on March 11, 2026.



IX. Director Reports

Director Jeff Beardsley
None.

Director Deborah Christensen
None.

Director Jeff Halbreich
Noted appreciation for the Board’s overall unity and individual expressions of varying perspectives and opinions. Noted appreciation for Counsel and CEO Blair’s navigation of IDR processes.

Director Greg Schnieders
Expressed appreciation for President Halbreich, Counsel, and CEO Blair’s navigation of IDR processes.

Director Greg Wieckert
None.

X. Management Report

- Community Executive Officer: The Board has been invited to participate in the RSM Cares appreciation events; interested Directors may RSVP to the RSM Cares events coordinator.

XI. Upcoming Events

SAMLARC Annual Meeting
February 19, 2026
6:00-7:00 PM
Beach Club

Craft & Garden Workshop: Happy
Hummingbirds
March 14, 2026
10:00 AM - 11:00 AM
Fiesta Room

Craft & Garden Workshop: Beautiful
Butterflies
March 7, 2026
10:00 AM - 11:00 AM
Fiesta Room

New & Now Welcome
March 19, 2026
5:30 PM - 7:00 PM
Fiesta Room

XII. Next Meeting

The Annual Meeting of the Membership will be held on Thursday, February 19, 2026, at the Lago Santa Margarita Beach Club at 6 PM. The next regular Open Session Board of Directors Meeting will be held on February 24, 2026, at 6 PM at the Lago Santa Margarita Beach Club.

XIII. Adjournment

There being no further business to come before the Board of Directors, the Meeting was adjourned at 8:21 PM.

I certify that these Minutes were duly approved by the Board of Directors on February 24, 2026.

Jeff Halbreich
Jeff Halbreich, President

Date: February 24, 2026

Jeff Beardsley
Jeff Beardsley, Secretary

Date February 24, 2026

Prepared by: Alex Kuhlmann, Public Relations Manager