SAMLARC Board of Directors Meeting

Open Session Meeting Minutes

February 24, 2026 | 6 PM

Members Present

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

Members Absent

FirstService Residential - SAMLARC

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

Additional Participants

Corporate Counsel, Dan Nordberg, Esq., Nordberg Law Group, P.C.
Cityside Fiber

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):

- Current Litigation
- Lakeshore Incident
- Foreclosures

I. Call to Order

President Halbreich called the Meeting to order at 6:00 PM.

II. Approval of the Agenda

Resolution: To approve the February 24, 2026, Open Session Meeting Agenda, amended to remove Discussion Item D (Batting Cage Refurbishments).

Motion:	Deborah Christensen
Second:	Greg Schnieders
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen
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 January 27, 2026, Open Session Meeting Minutes.

Motion:	Greg Schnieders
Second:	Jeff Halbreich
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders
Nays:	None
Abstentions:	Madona Shaheen

V. Presentations

A. Santa Margarita Pop Warner Cheer: Pee Wee Cowboys

The Board honored the Pee Wee Cowboys Cheer Team for their hard work and dedication. The Pee Wee Cowboys made history at their first national appearance; capturing a National Championship and earning second in the nation for Show Cheer.

B. Santa Margarita Pop Warner Cheer: JV Cowboys

The Board honored JV Cowboys Cheer Team for their victorious competition season. The JV Cowboys secured a National Championship against top teams in the country, drawing on months of discipline and teamwork to earn their victory.

C. Cityside Fiber

Cityside Fiber presented an overview of the organization and goals for establishment in the city of Rancho Santa Margarita.

VI. Items for Discussion

A. Director and Officer Realignment

Resolution: To appoint current Board Members to Officer and Director positions.

Director Christensen nominated Director Halbreich to serve as President. Director Wieckert seconded the motion. Director Halbreich accepted the nomination and nominated Directors in the following positions:

- Vice President: Deborah Christensen
- CFO: Greg Wieckert
- Secretary: Jeff Beardsley
- Directors at Large: Greg Schnieders and Madona Shaheen

Motion:	Deborah Christensen
Second:	Greg Wieckert
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen
Nays:	None

B. Committee and Liaison Appointment

Resolution: To appoint members of the Board of Directors to serve on SAMLARC committees and in the role of liaison to the Board of Directors in specific capacities:

- Budget & Cash Flow Committee: Dirs. Wieckert, Halbreich, Beardsley
- Communications Committee: Dirs. Christensen, Schnieders
- Community Lifestyle Committee: Dirs. Christensen, Schnieders, Shaheen
- Election Committee: Dir. Wieckert
- Insurance Review Committee: Dirs. Wieckert, Beardsley
- Landscape & Facilities Enhancement Committee: Dirs. Christensen, Halbreich, Beardsley
- Architectural Review Committee: Dir. Shaheen
- Covenant Committee: Dir. Wieckert
- Sports Council: Dirs. Beardsley, Halbreich (alternate)
- Chamber of Commerce: Dirs. Schnieders, Beardsley (alternate)
- Community Associations of Rancho: Dirs. Beardsley, Schnieders (alternate)

Motion:	Jeff Halbreich
Second:	Deborah Christensen
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen
Nays:	None

C. Infield Refurbishments

Resolution: To approve Work Authorization #089 with Diamonds Sports Field Services Inc. for infield refurbishments at Arroyo Vista, Tijeras Creek, and Trabuco Mesa Diamonds.

Motion:	Jeff Halbreich
Second:	Deborah Christensen
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen
Nays:	None

D. Floating Island Replacements

Resolution: To approve Work Authorization #002 with Solitude Lake Management for the replacement of sixteen floating islands at Lago Santa Margarita.

Motion:	Jeff Halbreich
Second:	Deborah Christensen
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen
Nays:	None

E. Turf Conversion Projects

Resolution: To approve the revised Melinda Turf Conversion Map.

Motion:	Jeff Halbreich
Second:	Jeff Beardsley
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen
Nays:	None

F. CERT Donation

Resolution: As recommended by the Budget and Cash Flow Committee, to approve a donation in the amount of $1,000 to the RSM CERT Program.

Motion:	Jeff Beardsley
Second:	Jeff Halbreich
Ayes:	Jeff Halbreich, Jeff Beardsley, Greg Schieders, Madona Shaheen
Nays:	None
Abstentions:	Deborah Christensen, Greg Wieckert

G. Fireworks America Contract and Beach Club Hours

Resolution: To approve a contract with Fireworks America for the Pyrotechnic Display for the 4th of July Star Spangled Spectacular event; and,

To approve the Beach Club Holiday Operating Hours.

Motion: Jeff Halbreich

Second: Deborah Christensen

Ayes: Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen

Nays: None

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: Deborah Christensen

Ayes: Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Greg Schieders, Madona Shaheen

Nays: None

Upcoming Contracts

A. Contracts to Expire

Proposed 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:

- *Inspector Playground;* Playground Inspections. First Renewal, no price increase, no change in terms of Contract. June 28, 2026 – June 27, 2027
- *Three Phase Electric;* Electrical Maintenance. Second Renewal, no price
- increase, no change in terms of Contract. June 1, 2026 – May 31, 2027
- *The Bee Man;* Pest Control Services. New Contract, no price increase, no change in terms of Contract. June 27, 2026 – June 26, 2027
- *Roadway Construction*; K-Rail Fill and Discharge. First Renewal, no price increase, no change in terms of Contract. June 24, 2026 – June 23, 2027

Contracts

B. 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.

C. Knorr Systems

Proposed Resolution: To approve a Contract with Knorr Systems, Inc. to provide maintenance services at the Beach Club Lagoon and Community Pools.

D. Premier Aquatics

Proposed Resolution: To approve a contract with Premier Aquatic Services, LLC, to provide lifeguarding and boat monitoring services.

E. Committee Recognition Dinner

Proposed Resolution: To approve a contract with Tijeras Creek Golf Club to provide goods and services for the 2026 Committee Recognition Dinner.

Contract Renewals

F. Contract Renewal with Evolve Pickleball

Proposed Resolution: As recommended by the Community Lifestyle Committee, to approve the renewal of contract with Evolve Pickleball for pickleball classes and clinics at SAMLARC facilities.

G. Contract Renewal with Mission Viejo Nadadores

Proposed Resolution: As recommended by the Community Lifestyle Committee, to approve the renewal of contract with Mission Viejo Nadadores for swim classes at SAMLARC facilities.

H. Contract Renewal with Skyhawks Sports Academy

Proposed Resolution: As recommended by the Community Lifestyle Committee, to approve the renewal of contract with Skyhawks Sports Academy for basketball classes at SAMLARC facilities.

I. Mission Viejo Nadadores Swim Team

Proposed Resolution: To approve a contract with the Mission Viejo Nadadores Foundation for swim team instruction at the Arroyo Vista Park Pool.

Work Authorizations

J. Gate Access & Tenant Forms Digitization

Proposed Resolution: As recommended by the Landscape & Facilities Enhancement Committee, to approve Work Authorization #001 with Crisp Imaging for the digitization of Gate Access and Tenant Authorization forms.

K. LED Light Conversion

Proposed Resolution: As recommended by the Landscape & Facilities Enhancement Committee, to approve Work Authorization #018 with Three Phase Electrical to complete LED Light Conversions for standard and gooseneck light poles and globe replacements at various SAMLARC Parks.

L. Wine & Cheese Event Services

Proposed Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #020 with Entertaining Events to provide goods and services for the Wine & Cheese event.

M. Animals Everywhere Event Services

Proposed Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #100 with Jolly Jumps and Express Events to provide goods and services for the Animals Everywhere event.

Ratifications

N. Lago Beach Club Window Replacement

Proposed Resolution: To ratify Work Authorizations #001 and #002 with Newman Windows and Doors to perform the fiberglass window replacement at the Lago Santa Margarita Beach Club Office.

Fiscal Items

O. Approval of the January 2026 Financial Statement

Proposed Resolution: As recommended by the Budget and Cash Flow Committee, to approve the financial statement and bank reconciliation dated January 31, 2026.

P. Approval of the December 2025 Credit Card Statement

Proposed 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 December 26, 2025.

Q. Approval to Proceed with Liens

Proposed Resolution: To authorize and instruct Management to record a lien on 11 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, February 18, 2026, to review cash flow worksheets and acknowledge the January 2026 Financial Statement, as well as the December credit card statements.The BCFC's next meeting is scheduled for March 18 at 12PM in-person.

Community Lifestyle

The Community Lifestyle Committee last met on February 17, 2026. The topics of discussion included:

- The Committee discussed the upcoming Annual Wine & Cheese event focusing on event details.
- The Committee was updated on the status of the Star Spangled Spectacular firework show.
- The Committee finally reviewed the initial proposal from Splendid Events, including theme concepts and preliminary pricing, for the End of Summer Adult Event.

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

Landscape & Facilities Enhancement

The Landscape and Facilities Enhancement Committee last met on Thursday, February 12, 2026. The topics of discussion included:

- LED Light Conversion
- Brick Dust Infield Refurbishment
- Phase 1 Victorian Bench Refurbishment
- Gate Access & Tenant Form Digitization
- Canada Vista Park Batting Cage Refurbishment

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

Liaisons

Architectural Review

The Architectural Review Committee met on February 9 and 23rd . The Committee reviewed and approved sixteen submittals and denied one.

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

Community Associations of Rancho
The Community Associations of Rancho met on February 10, 2026. Key discussion items included:

- **Grant updates** for Robinson Ranch and Trabuco Highlands
- **Airport Fire White Report and Next Steps** – presented by Dennis Shoji with the RSM Voice
- **TCWD** and their conversations with IRWD and SMWD
- The next CAR meeting is scheduled for Tuesday, March 10th, 2026, at 7:30 am in the Trabuco Canyon Water District Conference Room.

Covenant
The Covenant Committee met on Tuesday, February 3rd and reviewed fifteen violations. No homes were assessed fines, one home had their privileges suspended, two homes were offered IDR, one home was offered ADR, four homes got extensions, and one home had their fines refunded.

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

IX. Director Reports

Director Jeff Beardsley
Welcomed Director Shaheen to the Board of Directors, and expressed appreciation for Parks Manager Ben Helm's partnership with Santa Margarita Little League.

Director Deborah Christensen
Welcomed Director Shaheen and invited the Board to attend the upcoming New & Now Member Welcome event.

Director Jeff Halbreich
Welcomed Director Shaheen to the Board of Directors.

Director Greg Schnieders
None.

Director Madona Shaheen
Expressed gratitude for the Directors' welcome and noted her excitement to serve the community.

Director Greg Wieckert
Welcomed Director Shaheen to the Board of Directors.

X. Community Executive Officer Report

- None.

XI. Upcoming Events

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

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

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

Animals Everywhere
April 11, 2026
10:00 AM – 1:00 PM
Central Park

XII. Next Meeting

The next Open Session Board of Directors Meeting will be held on March 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 7:30 PM.

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

Jeff Halbreich

Jeff Halbreich, President Date: March 24, 2026

Jeff Beardsley

Jeff Beardsley, Secretary Date: March 24, 2026

Prepared by: Alex Kuhlmann, Public Relations Manager