

### **Members Present**

**Members Absent** 

President Paul Persiani Vice President Judy Vasquez Secretary Deborah Christensen CFO Greg Wieckert Director Nate Farnsworth Director Jeff Halbreich Director Greg Schnieders

# **First Service Residential**

SAMLARC Community Executive Officer George Blair

SAMLARC Assistant General Manager Jerry Corpuz

SAMLARC Financial Analyst Nicky Le

SAMLARC Communications Manager Alexandra Kuhlmann

SAMLARC Park Operations Manager Pat White

SAMLARC Capital and Reserve Project Coordinator Devin Swanson

SAMLARC Executive Assistant Tita Gervasi

#### **Executive Session**

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

- Board Request for Parking at Cañada Vista Park
- 4<sup>th</sup> of July Event
- Foreclosure Proceedings

### I. Call to Order

President Paul Persiani called the Open Session of the Board of Directors Meeting for the Rancho Santa Margarita Landscape and Recreation Corporation to order at 6:00 p.m.

## II. Approval of the Agenda

Resolution: To approve the February 27, 2024 Open Session Agenda as amended to move Item C - WB Starr for tree maintenance from the Consent Agenda and place under Items for Discussion and/or Approval as Item G.

Motion: Deborah Christensen

Second: Greg Wieckert

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg Schnieders

Nays: None

### **III. Homeowners Forum**

There were no homeowners who spoke before the Board.

# IV. Approval of the Minutes

Resolution: To approve the January 23, 2024, Board of Directors Open Session Minutes.

Motion: Greg Wieckert

Second: Jeff Halbreich

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg Schnieders

Nays: None

# V. Presentation Recognition of Santa Margarita Pop Warner Football and Cheer Peewee and Junior Varsity Cheer Squad

# VI. Items for Discussion and/or Approval

# A. To Approve the Annual SAMLARC Insurance Policy Renewal

Resolution: To approve the renewal of insurance policies for the period of April 1, 2024, through April 1, 2025 based on the do not exceed amount of \$386,712, through Brown and Brown consistent with the current coverages.

Motion: Paul Persiani

Second: Jeff Halbreich

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg Schnieders

Nays: None

Administrative Direction: If the amount exceeds \$386,712, this item will be brought back to the Board.

## **B.** Consideration of Committee and Liaison Appointments

Resolution: To appoint the following 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 to the first Board Meeting following the 2025 Board of Directors Election, when at such time, the Board will re-organize.

Board Committees						
Budget and Cash Flow Committee	<ul><li> Greg Wieckert</li><li> Jeff Halbreich</li><li> Paul Persiani</li></ul>					
Communications Committee	<ul><li> Greg Schnieders</li><li> Jeff Halbreich</li><li> Judy Vasquez</li></ul>					
Landscape & Facilities Enhancement Committee	<ul><li>Deborah Christensen</li><li>Judy Vasquez</li><li>Paul Persiani</li></ul>					
Community Lifestyle Committee	<ul><li>Deborah Christensen</li><li>Judy Vasquez</li><li>Greg Schnieders</li></ul>					
	Deborah Christensen					
Insurance Review Committee	Nate Farnsworth     Grag Windkort					
Election Committee	Greg Wieckert     Greg Wieckert					
Election Committee  • Greg Wieckert  Board Liaisons						
Architectural Review Committee	Greg Schnieders					
Covenant Committee						
	Greg Wieckert					
City of Rancho Santa Margarita	Paul Persiani					
Rancho Santa Margarita Sports Council	<ul><li>Jeff Halbreich</li><li>Nate Farnsworth as Alternate</li></ul>					
Community Associations of Rancho	<ul><li> Greg Schnieders</li><li> Jeff Halbreich as Alternate</li></ul>					
Construction Projects	LFEC Chair					
Rancho Santa Margarita Chamber of Commerce	<ul><li> Greg Schnieders</li><li> Jeff Halbreich</li></ul>					
School & School Districts	Paul Persiani					

Motion: Paul Persiani

Second: **Greg Wieckert** 

Paul Persiani, Judy Vasquez, Deborah Christensen, Greg Wieckert, Nate Farnsworth, Jeff Halbreich, Greg Schnieders Ayes:

Nays: None

# C. Consideration of Request from Candelero Board of Directors to Utilize Cañada Vista Park Parking Lot for Overflow Parking

Resolution: To deny the request from the Candelero Board of Directors to utilize Cañada Vista Park for overflow parking.

Motion: Jeff Halbreich

Second: Deborah Christensen

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich

Abstain: Greg Schnieders

Nays: None

# D. Consideration of Sponsorship of Chamber of Commerce and Rancho Family Fest

Resolution: To approve sponsorship of the Chamber of Commerce and Rancho Family Fest to include the following:

- 1. Cash contribution in the amount of \$10,000 to assist in producing the event.
- 2. Publicity and event promotion through the SAMLARC website and social media channels.
- 3. In-kind staff assistance in event planning and preparation and "day of" activities
- 4. Waiver of SAMLARC's Park Use fees for the event.

Motion: Jeff Halbreich

Second: Paul Persiani

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg

Schnieders

Nays: None

# E. Consideration of Recommendation from the Landscape & Facilities Enhancement Committee to Approve Additional Funding and a Work Authorization with Brian's Pool Plastering for the Resurface Project at the Altisima Park Pool

Resolution: As recommended by the Landscape & Facilities Enhancement Committee, to approve additional funding for the Pool and Wader resurface project at the Altisima Park Pool, and as recommended by the Landscape & Facilities Enhancement Committee, to approve a Work Authorization with Brian's Pool Plastering.

Motion: Greg Wieckert

Second: Deborah Christensen

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg

Schnieders

Nays: None

F. Consideration of Recommendation from the Landscape & Facilities Enhancement Committee to Approve a Contract with United Paving to Repair and Resurface Arroyo Vista Tennis Court 1

Resolution: As recommended by the Landscape & Facilities Enhancement Committee, to approve a contract with United Paving to repair and resurface Arroyo Vista Park Tennis Court 1.

Motion: Paul Persiani

Second: Jeff Halbreich

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg

Schnieders

Nays: None

G. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve a Contract with WB Starr to Provide Professional Tree Maintenance Services for SAMLARC Tree Population

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with WB Starr to provide professional tree maintenance services for the SAMLARC tree population.

Motion: Jeff Halbreich

Second: Deborah Christensen

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg

Schnieders

Nays: None

**VII. Consent Calendar -** (All matters on the Consent Calendar are to be approved in one motion unless a Board member requests a separate action on a specific item on the Consent Calendar).

Motion: Jeff Halbreich

Second: Paul Persiani

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg

Wieckert, Nate Farnsworth, Jeff Halbreich, Greg Schnieders

Nays: None

# **A.** Contracts to Expire

Resolution: To approve entering into a contract with the following vendor(s) 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:

- <u>Splendid Events: Event Catering & Rentals:</u> New Contract, no price increase, no change in terms of contract. (Professional or Consulting Services)
- <u>Inspector Playground</u>: Playground Inspections. New Contract, no price increase, no change in terms of contract. (Professional or Consulting Services)
- <u>Three Phase Electric</u>: Electrical maintenance, repair, and new electrical projects that may be authorized from time to time by the Board of Directors. New Contract, 5% increase, no change in terms of the contract.
- <u>The Bee Man:</u> Pest Control services, 2<sup>nd</sup> Renewal, no price increase, no change in terms of contract.

# B. Consideration of Approval of Request from The Bridge Church for a Special Use Permit and Waiver of Fees to Conduct a Movie Night and Annual Easter Service at Central Park Amphitheater

Resolution: To approve a Special Use Permit for The Bridge Church to conduct a Movie Night and Annual Easter Service in the Central Park Amphitheater on Saturday, March 30-31, 2024, and to waive the Park Use fee of \$250.

# C. Consideration of Recommendation by the Budget and Cash Flow Committee to Approve the January 2024 Financial Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the financial statement and bank reconciliation dated January 31, 2024. The balance sheet dated January 31, 2024, reflects assets of \$9,427,737 in Reserve funds, \$2,789,584 in Operating funds, and \$1,650 in Petty Cash for a total cash amount of \$12,218,971, along with a security deposit of \$7,806. The income statement for January 31, 2024, reflects a year-to-date net income of \$205,153 compared to the budgeted net income of \$71,346. Year-to-date reserve funding is \$139,766 compared to a budget of \$140,501. All figures are rounded.

# D. Consideration of Recommendation by the Budget and Cash Flow Committee to Approve the December 2023 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 December 26, 2023. The amount due is \$2,318.99.

# E. Consideration of Recommendation from the Community Lifestyle Committee to Approve a Contract with Creative Creatures to Provide Craft Services at the Animals Everywhere Event

Resolution: As recommended by the Community Lifestyle Committee, to approve a contract with Creative Creatures to provide craft services at the Animals Everywhere event.

F. Consideration of Recommendation from the Community Lifestyle Committee to Approve a Work Authorization with Jolly Jumps and Express Events to Provide Goods and/or Services at the Animals Everywhere Event

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #081 with Jolly Jumps and Express Events to provide goods and/or services at the Animals Everywhere event.

G. Consideration of Approval of Contract with Premier Aquatic Services, LLC for the Pool Lifeguards, Lagoon Lifeguards and Boat Monitoring Services

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

H. Consideration of Approval of Contract Renewal with Blueray Aquatics for Pool & Wader Maintenance Services at the SAMLARC Community Pools

Resolution: To approve a contract renewal with Blueray Aquatics to provide pool and wader maintenance services.

I. Consideration to Approve a Ratification of Work Authorizations with Dave Bang Associates, Inc. for Playground Repairs at Central, Monte Vista, Altisima, Arroyo Vista, Solana, and Los Paseos Parks

Resolution: To approve the ratification of Work Authorizations #037, #038, and #039 with Dave Bang Associates Inc., for playground repairs at Central, Monte Vista, Altisima, Arroyo Vista, Solana, and Los Paseos Parks.

# J. Consideration of Approval of Request to Proceed with Liens

Resolution: To authorize and instruct Management to record a lien on 15 delinquent accounts should their assessments not be paid within the time established in the Intent to Lien Letter. The accounts became past due in February 2024 or earlier, and in accordance with the Corporation's Assessment Collection Policy, a letter was sent to the homeowner notifying them that they have 30 days to pay the balance owed or a lien will be placed on their property. Therefore, the Board directs Management to lien the accounts

listed on the 'Instructions to Management' resolution dated February 27, 2024, should the delinquent assessments not be paid within the time established in the Intent to Lien Letter:

Account Number	A	Total mount Due	Account Number	Total Amount Due	Account Number	Total Amount Due
1586-05	\$	609.00	5387-02	\$2,482.00	9642-03	\$1,255.88
4677-06	\$	408.00	9364-01	\$ 480.00	4017-05	\$1,254.00
9340-02	\$	489.00	A619-02	\$2,114.08	4507-02	\$ 728.00
A502-02	\$	629.00	3354-01	\$3,393.28	8559-04	\$ 614.00
1912-04	\$1	,929.28	6305-03	\$ 914.64	A210-02	\$1,355.88

# **VIII. Board Committee Reports**

This time has been set aside for each Director to provide a brief report regarding committee meetings they have attended during the month.

# **Committee Reports:**

<u>Budget and Cash Flow Committee</u> – Chair Greg Wieckert reported the Committee met via zoom on Wednesday, February 21, 2024, and reviewed reinvestment options and strategies, cash flow worksheets, and acknowledged the review of the January 2024 Financial Statement. Variances to Budget to be reviewed in March as more accumulated data becomes available. The next BCFC meeting is scheduled for March 20, 2024 at 11:30 a.m. on Zoom.

<u>Community Lifestyle Committee</u> – Chair Judy Vasquez reported the Committee met on Tuesday, February 20, 2024 to review the past and upcoming Adult & Children Garden Workshops and to discuss the Halloween Family Festival. The Committee also reviewed options for the 4<sup>th</sup> of July fireworks Star Spangled Spectacular event. The next meeting is scheduled for Tuesday, March 19, 2024.

<u>Landscape and Facilities Enhancement Committee</u> – Chair Paul Persiani reported the Committee met virtually on Thursday, February 15, 2024 at noon. The Committee reviewed the Fusus platform, Altisima pool resurface change order, Arroyo Vista tennis court repairs, and contingency tree service contract. The next Committee meeting is scheduled for Thursday, March 14, 2024.

<u>Insurance Review Committee</u> – Chair Greg Wieckert reported the Committee met on Tuesday, February 13, 2024 to review the 2023 Stewardship Report, losses within 2023, open claims, and market trends impacting SAMLARC's 2024 renewal. Senior Vice President of Commercial Lines, Michael Hughes, with Brown & Brown, was present earlier this evening to review the 2023 stewardship report and renewal and marketing strategy for this year's renewal period.

#### Committee Liaison Reports:

<u>Architectural Review Committee</u> – Director Deborah Christensen reported the Committee met on February 12 and February 26, 2024. Twenty-five submittals were submitted, twenty-four were approved and one was denied. The next meeting will be held on March 11, 2024 at 12:00 p.m. via Zoom.

<u>Chamber of Commerce</u> – Greg Schnieders reported the Chamber of Commerce's Rancho Family Fest (RFF) Committee met on the evening of February 15, 2024. This year's event is scheduled for October 5-6. Director Schnieders also added that the Chamber appreciates the continued support of the SAMLARC Board of Directors and the onsite team. The Chamber will be hosting

Cheers and Beers Trivia Night on Thursday, February 29, 2024 beginning at 5:30 p.m. and asked Board members to RSVP to staff if they would like to go.

<u>Covenant Committee</u> – Director Deborah Christensen reported the Committee met on Tuesday, February 6, 2024 and reviewed six violations. Three homes were assessed fines, two homes were offered extensions, and one home had their fines rescinded. The next Covenant Committee meeting is scheduled for Tuesday, March 5, 2024 at 4:00 p.m.

Community Associations of Rancho – Greg Schnieders reported CAR met on February 6, 2024. Discussion included refining the presentation for Home Hardening. The group is taking a proactive approach to have homeowners realize the importance of hardening their homes to mitigate the risk of embers entering and catching fire. Once the presentation is ready, they want it shared with HOA representatives to present to their boards. The presentation will also include the process of applying for a reduction in the California Fair Plan for homeowners who have had their insurance canceled. The next meeting is scheduled for Tuesday, March 5, 2024.

<u>City of Rancho Santa Margarita</u> – President Paul Persiani reported he and CEO George Blair met with Mayor Gamble and City Manager Cervantez on Tuesday, January 24, 2024. Topics of conversation included: Pop-Up Sidewalk Vendors, FUSUS (public safety project and dashboard in partnership w/OCSD), Turf Replacement Projects, SAMLARC's Annual Meeting, and Central Park Renovations.

### **No Reports for this Month's Meeting**

- Communications Committee Chair Greg Schnieders
- Election Committee Chair Nate Farnsworth
- Sports Council Director Nate Farnsworth

# IX. Director's Reports

This time is set aside for each Director to provide a brief report regarding other items of note.

Director Deborah Christensen - reported she was glad that the Community Lifestyle Committee is considering the possibility of holding the fireworks event on Friday July 5, 2024. The lack of certified shooters is making it challenging. Director Christensen added that the opening day for Rancho Santa Margarita Little League was a great event despite the inclement weather and was surprised how quickly the League pulled it together.

Director Nate Farnsworth - thanked Directors Persiani and Wieckert as well as Nicky for their help during his participation in the Budget and Cash Flow Committee. He stated he learned a lot and was grateful for patience from the Committee since it is not his area of expertise.

Director Jeff Halbreich – No report.

Director Paul Persiani - reported the annual meeting was well attended and was glad to be working with a like-minded Board of Directors. He added it was his honor to serve as president in 2024.

Director Greg Schnieders - stated he was glad the Board is considering moving the 4<sup>th</sup> of July fireworks to the 5<sup>th</sup> of July due to the lack of certified shooters. He added the drone shows are rough and would not replace SAMLARC's fireworks event.

Director Judy Vasquez – no report.

Director Greg Wieckert - announced author C.J. Box would be a speaker at the OC library in Laguna Niguel Community Center on Wednesday, February 28, 2024 at 6:30 p.m.

# X. Community Executive Officer Report

No report.

# XI. Events and Programs

Animals Everywhere Saturday, March 23 10:00 a.m. – 1:00 p.m. Central Park

# XII. Next Meeting

Consistent with Board direction, the next meeting will be held on March 26, 2024 at 6:00 p.m. in the Fiesta Room 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 7:10 p.m.

I certify that these minutes were duly approved by the Board of Directors on March 26, 2024.

Paul Persiani	Date:March 26, 2024
Paul Persiani, President	
Deborah Christensen	Date:March 26, 2024
Dehorah Christensen Secretary	

Prepared by: Tita Gervasi, Executive Assistant