SAMLARC Board of Directors Meeting

Open Session Meeting Minutes

March 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
Director Edie Carpenter

Members Absent

FirstService Residential - SAMLARC

Community Executive Officer George Blair
Assistant General Manager Jerry Corpuz
Public Relations Manager Alex Kuhlmann
Capital & Reserves Project Manager Devin Swanson
Parks & Sports Manager Ben Helm
Beach Club Manager Pat White

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
- 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 March 24, 2026, Open Session Meeting Agenda; amended to remove Discussion Item C (Corrective Action for SAMLA 1530-01).

Motion:	Deborah Christensen
Second:	Jeff Beardsley
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.

IV. Approval of the Minutes

Resolution: To approve the February 24, 2026, Open Session Meeting Minutes.

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

V. Items for Discussion

A. Board Appointment

Resolution: To appoint Edie Carpenter to the SAMLARC Board of Directors, filling a vacancy and serving through the 2027 Election.

Motion: Deborah Christensen

Second: Greg Wieckert

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

Nays: None

Director Carpenter joined the Directors at the dais to participate in the remainder of the Board of Directors Meeting.

B. Annual SAMLARC Insurance Policy Renewal

Resolution: To approve the renewal of insurance policies with Brown and Brown Northwest Insurance Agency, LLC, amended to remove the 10 x 5 excess umbrella layer and reducing the premium to a not-to-exceed amount of $424,128.

Motion: Greg Wieckert

Second: Deborah Christensen

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

Nays: None

VI. Consent Calendar

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

Motion: Greg Wieckert

Second: Deborah Christensen

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

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:

- *Site One;* Electric Work and Irrigation Repair. First Renewal, no price increase, no change in terms of Contract. July 25, 2026 – July 24, 2027
- *The Showpros Group;* Fourth of July Soundsystem. New Contract, no price increase, no change in terms of Contract. July 4, 2026 – July 3, 2027
- *Gerard Signs, Inc.;* Installation and Removal of Streetlight Holiday Banners. New Contract, no price increase, no change in terms of Contract. July 25, 2026 – July 24, 2027

B. Non-Board Member Committee Reappointments

Resolution: As recommended by the Board Liaison to the Committee or Committee Chair/Member, to approve the following non-Board Member Committee Member appointments:

- Architectural Review Committee
  - Edward Gurzi
- Community Lifestyle Committee
  - Lisa Piltz
  - Kathie Wickham
  - Mario Davis
  - Sonya Winder
- Communications Committee
  - Sherri Lex
  - Camille Pratt
  - Karyn Bower
  - Bart Ortberg
- Covenant Committee
  - John Begg

C. Sponsorship of Chamber of Commerce Rancho Family Fest Event

Resolution: To approve the sponsorship of the Chamber of Commerce's 2026 Rancho Family Fest, to include the following:

- Financial contribution in the amount of $10,000 to assist in producing the event
- Publicity and event promotion through SAMLARC.org and social media channels
- In-kind staff assistance for event planning and "day of" activities
- Waiver of SAMLARC's Park Use fees for the event

D. Boston Whaler Replacement

Resolution: As recommended by the Landscape & Facilities Enhancement Committee, to approve the purchase of a replacement for the Beach Club Boston Whaler.

Contracts

E. Contract with The Bee Man

Resolution: To approve a contract with The Bee Man to perform insect control services.

F. Contract with Splendid Events

Resolution: As recommended by the Community Lifestyle Committee, to approve a contract with Splendid Events to provide goods and services for the Viva Las Vegas Event.

G. Contract with The SHOWPROS Group

Resolution: As recommended by the Community Lifestyle Committee, to approve a contract with THE SHOWPROS Group, Inc. to provide the fireworks display audio sound for the Star Spangled Spectacular event.

H. Solana Basketball Court Resurface and Post Replacement

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with Empire Waterproofing Inc. for the basketball court resurfacing; and

To approve Work Authorization #036 with 24HRC to install a new basketball post at Solana Park.

Contract Renewals

I. Contract Renewal with Bundy-Finkel Architects

Resolution: To approve the renewal of a contract with Bundy-Finkel Architects, Inc. to perform residential architectural review services.

J. Contract Renewal with Inspector Playground

Resolution: To approve the first renewal of the contract with Inspector Playground for playground inspection services.

K. Contract Renewal with Splash Plumbing

Resolution: To approve the first renewal of the contract with Splash Plumbing to provide plumbing services throughout the SAMLARC Community.

Work Authorizations

L. Semi-Annual Concrete Repairs (Work Authorization)

Resolution: As recommended by the Landscape & Facilities Enhancement Committee, to approve Work Authorization #005 with Concrete Hazard Solutions to perform grinding and concrete repairs for the lakeshore and several trails.

M. Recirculation Pump at the Beach Club Lagoon (Work Authorization)

Resolution: As recommended by the Landscape & Facilities Enhancement Committee to approve Work Authorization #009 with Lake Management Inc. for the purchase and installation of a recirculation pump at the Beach Club Lagoon.

N. Lagoon Chlorine Metering Pump Replacement (Work Authorization)

Resolution: As recommended by the Landscape & Facilities Enhancement Committee, approve Work Authorization #010 with Lake Management Inc. for the replacement of the Lagoon chlorine metering pump.

O. Beach Club Opening Day Event Services (Work Authorization)

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #101 with Jolly Jumps and Express Events to provide goods and services for the Beach Club Opening Day event.

P. Pool Gauges Replacement (Work Authorization)

Resolution: As recommended by the Landscape and Facilities Enhancement Committee to approve Work Authorization #008 with Best Pool Service to replace the pool filter gauges at the Arroyo Vista and Altisima Pools.

Ratifications

Q. Santolina Wall Repair (Ratification)

Resolution: To ratify Work Authorization #034 with 24HRC to repair the exterior of a homeowner's stucco wall on Santolina.

R. Calle Rienda Wall Repair (Ratification)

Resolution: To ratify Work Authorization #032 with Painting Unlimited, Inc. to repair the exterior of a homeowner's stucco wall on Calle Rienda.

S. Arroyo Vista Skylight (Ratification)

Resolution: To ratify Work Authorization #035 with 24 HRC for the emergency replacement of the Arroyo Vista Men's Skylight.

Fiscal Items

T. Approval of the February 2026 Financial Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the financial statement and bank reconciliation dated February 28, 2026.

U. Approval of the January 2026 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 January 26, 2026.

V. Approval to Proceed with Liens

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.

VII. Committee and Liaison Reports

Committees

Budget & Cash Flow

The Budget and Cash Flow Committee met on Wednesday, March 18, 2026, to review cash flow worksheets and acknowledge the February 2026 Financial Statement, as well as the January credit card statements.
The BCFC's next meeting is scheduled for April 17 at 12PM in-person at the Business Office.

Community Lifestyle

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

- The Committee discussed the past Craft & Garden Workshop: Beautiful Butterflies and the upcoming Beach Club Opening Day celebration focusing on event details.
- The Committee welcomed new Community Lifestyle Coordinator, Nicole Thel.
- The Committee delegated Deborah Christensen for Committee Chair for the 2026-2027 term.

The Committee is next scheduled to meet on April 21, 2026.

Landscape & Facilities Enhancement

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

- Potential Long Term Tree Plan
- Boston Whaler Replacement
- Semi-Annual Concrete Repairs
- Various Aquatic Pump Replacements
- Solana Basketball Resurface & Post Replacement

The Committee is scheduled to meet next on Thursday, April 16, 2026, at noon.

Liaisons

Architectural Review

The Architectural Review Committee met on March 9th and 23rd. The Committee reviewed and approved nineteen submittals.
The Committee is next scheduled to meet on April 13th at 12:00 pm at the SAMLARC Business Office.

Community Associations of Rancho

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

- Updates on TCWD, OCFA, and the White Report following the Airport Fire.

The next CAR meeting is scheduled for Tuesday, April 14th, 2026, at 7:30 am in the Trabuco Canyon Water District Conference Room.

Covenant

The Covenant Committee met on Tuesday, March 3rd and reviewed twenty-three violations. Nine homes were assessed fines, two homes had their privileges suspended, three homes were offered IDR, two homes were offered ADR, three homes were issued extensions, and one home is being recommended for self-help.

The next Covenant Committee meeting is scheduled for Tuesday, April 7th at 4:00 p.m.

VIII. Director Reports

Director Jeff Beardsley

Welcomed Director Carpenter to the Board of Directors, and expressed appreciation for the success of the New & Now Member Welcome event.

Director Edie Carpenter

Expressed excitement to join the Board of Directors, and gratitude for the Board's generosity during her illness, and commitment to serving the community.

Director Deborah Christensen

Welcomed Director Carpenter to the Board of Directors, and expressed appreciation for the Los Abanicos Playground Grand Opening and the success of the New & Now Member Welcome event.

Director Jeff Halbreich

Welcomed Director Carpenter to the Board of Directors, and expressed appreciation for the Los Abanicos Grand Opening Event and the successful completion of the project.

Director Greg Schnieders

Welcomed Director Carpenter to the Board of Directors, and expressed appreciation for the Los Abanicos Grand Opening Event.

Director Madona Shaheen

Welcomed Director Carpenter to the Board of Directors and expressed appreciation for a strong seven-person Board.

Director Greg Wieckert

Welcomed Director Carpenter to the Board of Directors, and expressed appreciation for the Board's consideration of amending the 2026 insurance policies.

IX. Community Executive Officer Report

- Welcomed Director Carpenter to the Board of Directors
- Commended Assistant General Manager Corpuz for being honored with the FirstService Residential Southern California Service Excellence Award

X. Upcoming Events

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

Beach Club Opening Day
May 9, 2026
11 AM – 3 PM
Beach Club

Wine & Cheese
May 2, 2026
6 – 9 PM
Beach Club

Fishing Derby
May 30, 2026
7 AM – 3 PM
Lakeshore

XI. Next Meeting

The next Open Session Board of Directors Meeting will be held on April 28, 2026, at 6 PM at the Lago Santa Margarita Beach Club.

XII. 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 April 28, 2026.

Jeff Halbreich

Jeff Halbreich, President Date: April 28, 2026

Jeff Beardsley

Jeff Beardsley, Secretary Date: April 28, 2026

Prepared by: Alex Kuhlmann, Public Relations Manager