SAMLARC Board of Directors Meeting

Open Session Meeting Minutes

April 28, 2026 | 6 PM

Members Present

President Jeff Halbreich
Vice President Deborah Christensen
CFO Greg Wieckert
Secretary Jeff Beardsley
Director Edie Carpenter
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
Parks & Sports Manager Ben Helm

Additional Participants

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

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 April 28, 2026, Open Session Meeting Agenda.

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

III. Homeowners Forum

A Homeowners Forum was held, during which Members were given the opportunity to address the Board. One homeowner spoke.

IV. Approval of the Minutes

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

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

V. Presentations

A. Eagle Scout Project: StoryWalk at Solana Park

Scout Kyle Gaghan (Troop 727) presented a recap of his Eagle Project: a StoryWalk located at Solana Park. The Board congratulated Mr. Gaghan on the success of his project and his dedication in creating an amenity for the community to enjoy.

VI. Items for Discussion

A. Approve the 2025 Draft Audit Report

Resolution: To recommend that the Board of Directors approve and finalize the draft audit report and authorize designated Directors to sign the Management Representation Letter, and to distribute to SAMLARC Membership by April 30, 2026.

Motion:	Jeff Halbreich
Second:	Deborah Christensen

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

Nays: None

VII. 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: Greg Schnieders

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

Nays: None

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:

- *Holiday Harbor Lighting*; Holiday Lights & Christmas Tree. First Renewal of Contract, no price increase, no change in terms of Contract. August 27, 2026 – August 26, 2027
- *C.I. Services*; Roofing Maintenance & Services. First Renewal of Contract, no price increase, no change in terms of Contract. August 26, 2026 – August 25, 2027
- *Diamonds Sports Field Maintenance;* Sports Field Maintenance. Second Renewal of Contract, no price increase, no change in terms of Contract. August 23, 2026 – August 22, 2027

Miscellaneous

B. Pool Deck Furniture

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a purchase with Patio Shoppers for replacement furniture pieces at the SAMLARC Community Pools.

C. Lago Santa Margarita Beach Club Office Furniture Replacement

Resolution: As recommended by the Landscape and Facilities Enhancement Committee to approve a purchase with Corporate Business Interiors, Inc. (CBI) for the replacement of office furniture at the Lago Santa Margarita Beach Club.

D. Covenant Committee Member Appointment

Resolution: As recommended by the Covenant Committee Chair, to appoint Heather Fecarotta as a Member of the Covenant Committee.

E. Bundy-Finkel Architects, Inc.

Resolution: To approve the exemption of "Vendor Information Verification Experts" (VIVE) registration during the annual contract renewal for Bundy-Finkel Architects, Inc.

Contracts

F. Leo's Meals on Wheels, LLC

Resolution: To approve a contract with Leo's Meals on Wheels LLC for the seasonal operation of the Beach Club Snack Bar.

G. Orange County Pumping, Inc.

Resolution: To approve a contract with Orange County Pumping, Inc. for waste removal and pump services throughout the SAMLARC community.

Contract Renewals

H. Contract Renewal with Three Phase Electric

Resolution: To approve the second renewal of the contract with Three Phase Electric for monthly lighting and electrical maintenance services.

I. Contract Renewal with Waterwerx

Resolution: To approve the second renewal of the contract with Waterwerx, Inc. to provide community parking lot storm drains cleaning and maintenance services.

J. Contract Renewal with SBS Lien Services

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the first renewal of the contract with SBS Lien Services ("SBS") for foreclosure-related services.

K. Contract Renewal with Soccer Shots

Resolution: As recommended by the Community Lifestyle Committee, to approve a contract with Soccer Shots to provide youth soccer classes at SAMLARC facilities.

L. Contract Renewal with Roadway Construction Service

Resolution: As recommended by the Community Lifestyle Committee, to approve a contract with Roadway Construction Service to provide K-Rail installation, removal, and traffic control services for SAMLARC Special Events.

Work Authorizations

M. Jolly Jumps and Express Events (Work Authorization)

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #102 with Jolly Jumps and Express Events to provide goods and services for the Fishing Derby event.

Ratifications

N. Lake Water Quality Testing

Resolution: To ratify Work Authorization #003 with Solitude Lake Management for lake water quality testing.

Fiscal Items

O. Approval of the March 2026 Financial Statement

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

P. Approval of the February 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 February 25, 2026.

Q. Approval to Proceed with Liens

Resolution: To authorize and instruct Management to record a lien on 20 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 Friday, April 17, 2026, to review cash flow worksheets and acknowledge the March 2026 Financial Statement, as well as the February credit card statements.
The BCFC's next meeting is scheduled for May 20th at 12PM in-person at the Business Office.

Community Lifestyle

The Community Lifestyle Committee last met on April 21, 2026. The topics of discussion included:

- The Committee discussed the past Adult Gardening Hummingbird Feeder Workshop and the recent New & Now Welcome Reception held in March.
- The Committee welcomed Board of Directors Madona Shaheen to the Community Lifestyle committee.
- The Committee discussed upcoming events and shared ideas on incorporating SAMLARC's 40th Anniversary throughout community events.

The Committee is next scheduled to meet on May 19, 2026.

Communications

The Communications Committee last met on April 14, 2026. The topics of discussion included:

- Nomination of the 2026 Committee Chair
- New branding development
- AI-powered website and SMS program enhancements
- Rancho Living production scopes
- Current and upcoming communications campaigns

- Q1 digital engagement.

The Committee is next scheduled to meet in July 2026.

Insurance Review

Although the Insurance Review Committee has not met formally since the last Board Meeting, Management continues to partner with Brown and Brown to finalize the 2026-27 insurance policies, including obtaining certificates and handling billing.

Additionally, Director Beardsley and I were appointed to and attended mediation on April 23, 2026, which was discussed earlier this evening in Executive Session.

The first Insurance Review Committee Meeting will take place on Monday, June 1st.

Landscape & Facilities Enhancement

The Landscape and Facilities Enhancement Committee last met on Thursday, April 16, 2026. The topics of discussion included:

- El Corazon Long Term Tree Population Plan
- Lago Santa Margarita Beach Club Office Furniture Replacements
- Pool Deck Furniture Replacements
- Lake Water Test Results

The Committee is scheduled to meet next on Tuesday, May 19, 2026, at noon.

Liaisons

Architectural Review

The Architectural Review Committee met on April 13th and 27th. The Committee reviewed twenty-three submittals. Twenty-two were approved, and one was denied.
The Committee is next scheduled to meet on May 11th at 12:00 pm at the SAMLARC Business Office.

Chamber of Commerce

The SAMLARC Board was invited to this year's Round Table Luncheon with Mayor Tony Beall, which took place on April 23, 2026

The RSM Chamber of Commerce supported the Round Table Luncheon with Tony Beall on Thursday, April 23, 2026, from 11:30 AM – 1:00 PM. Attendees heard the latest city updates and connected with fellow business and community leaders in an engaging round-table format.

The event was well-attended by local business leaders and community groups, including SAMLARC Directors Carpenter, Christensen, Halbreich, and Shaheen.

Covenant

The Covenant Committee met on Tuesday, April 7th and reviewed seventeen violations. one home was assessed a fine, two homes had their privileges suspended, two homes were offered ADR, and three homes were issued extensions.

The next Covenant Committee meeting is scheduled for Tuesday, May 5th at 4:00 p.m.

Community Associations of Rancho

The Community Associations of Rancho met on Tuesday, April 7, 2026, at the Trabuco Canyon Water District.

Key discussion items included:

- An excellent Legislative update provided by our very own Dan Nordberg.
- Update on Firewise grants
- And notification to CAR members of an upcoming Insurance Presentation.

The next CAR meeting is scheduled for Tuesday, May 5th, 2026, at 7:30 am in the Trabuco Canyon Water District Conference Room.

IX. Director Reports

Director Jeff Beardsley

Expressed appreciation for the Committee Recognition Dinner and the SAMLARC team's efforts, noted looking forward to the Wine & Cheese event, and congratulated PR Manager Alex Kuhlmann on achieving the CMCA.

Director Edie Carpenter

Noted appreciation for the Chamber's Mayor's Luncheon event.

Director Deborah Christensen

Expressed appreciation for the Committee Recognition Dinner and the lively participation, encouraged the Directors to attend future FSR webinars, noted appreciation for the Community Lifestyle Committee's efforts and for Wine & Cheese, congratulated Ms. Kuhlmann on the CMCA, and encouraged the Directors to attend the Restore the Shore event.

Director Jeff Halbreich

Expressed appreciation for the Committee Recognition Dinner and presentations, noted appreciation for the Chamber's Mayor's Luncheon event.

Director Greg Schnieders

Expressed appreciation for the Committee Recognition dinner and the Wine & Cheese event.

Director Madona Shaheen

None.

Director Greg Wieckert

None.

X. Community Executive Officer Report

Expressed appreciation to President Halbreich for guiding the Committee Recognition Dinner format.

XI. Upcoming Events

Wine & Cheese

May 2, 2026
6:00-9:00 PM
Beach Club

Beach Club Opening Day

May 9, 2026
11:00 AM - 3:00 PM
Fiesta Room

Fishing Derby

May 30, 2026
7:00 AM - 10:00 AM
Lago Santa Margarita Lakeshore

Music at the Lake

June 5, 2026
6:00 PM - 8:00 PM
Lago Santa Margarita Amphitheater

XII. Next Meeting

The next Open Session Board of Directors Meeting will be held on May 26, 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 6:37 PM.

I certify that these Minutes were duly approved by the Board of Directors on May 26, 2026.

Jeff Halbreich
_____
Jeff Halbreich, President Date: May 26, 2026

Jeff Beardsley
_____
Jeff Beardsley, Secretary Date: May 26, 2026

Prepared by: Alex Kuhlmann, Public Relations Manager