SAMLARC Board of Directors Meeting

Open Session Meeting Minutes

May 26, 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
Public Relations Manager Alex Kuhlmann
Parks & Sports Manager Ben Helm
Capital & Reserve Project Manager Devin Swanson
Community Services Manager Carla Galosic
Lifestyle Manager Chloe Engelbrecht

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):

- Notices of Default
- Reserve Expense Authorizations
- 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 May 26, 2026, Open Session Meeting Agenda.

Motion: Deborah Christensen

Second: Greg Wieckert

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. No homeowners were present.

IV. Approval of the Minutes

Resolution: To approve the April 28, 2026, Open Session Meeting Minutes.

Motion: Greg Wieckert

Second: Greg Schnieders

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

Nays: None

V. Items for Discussion

A. E-Bike Response & Community Education Plan

Resolution: To approve the e-Bike Community Education Plan; and

To approve the printing and mailing of postcards to the SAMLARC Membership

Motion: Jeff Halbreich

Second: Deborah Christensen

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

Nays: None

B. Special Park Use Permit for the City of Rancho Santa Margarita

Resolution: To approve a Special Park Use Permit for the City of Rancho Santa Margarita for the Summer Concert Series and Beer & Wine Garden in Central Park; and approve waiving the park use fee of $1,050.

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

C. Business Office Lease Extension

Resolution: To approve the lease extension with Olen Properties for the Business Office located at 22342A Avenida Empresa, Suite 102-A.

Motion:	Jeff Halbreich
Second:	Greg Schnieders
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Edie Carpenter, Greg Schnieders, 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:	Jeff Beardsley
Ayes:	Jeff Halbreich, Deborah Christensen, Greg Wieckert, Jeff Beardsley, Edie Carpenter, Greg Schnieders, 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:

- *Lake Management for Lake*: Lake Maintenance. Second Renewal, no price increase, no change in terms of Contract. September 26, 2026 – September 25, 2027
- *Lake Management for Lagoon/Fountain*: Second Renewal, no price increase, no change in terms of Contract. September 26, 2026 - September 25, 2027
- *PurCor Pest Control*: Provide pest control services within SAMLARC Maintained Landscaping and Facilities. Second Renewal, no price increase, no change in terms of Contract. September 27, 2026 - September 26, 2027
- *SoCal Property Services*: Parking Lot Sweeping/Cleaning. New Contract. Three percent price increase, no change in terms of Contract. September 26, 2026 - September 25, 2027
- *E&C Mystic Cleaning*: Bus shelter maintenance and janitorial. New Contract. No price increase, no change in terms of contract. September 25, 2026 - September 24, 2027
- *Air Care Heating & Air*: HVAC Maintenance. First Renewal, no price increase, no change in terms of Contract. September 26, 2026 - September 25, 2027.
- *Smart Property*: Reserve Study Software and Review. New Contract. No price increase, no change in terms of Contract. September 25, 2025 - September 24, 2026

Miscellaneous

B. Architectural Review Committee Member Appointment

Resolution: As recommended by the Architectural Review Committee, to appoint Martin Kleinbart as a Member of the Architectural Review Committee.

Contracts

C. Contract with Pilot Painting

Resolution: To approve a contract with Pilot Painting & Construction for paint and repair services throughout the community.

Contract Renewals

D. Limited Use License Agreement with Capistrano Unified School District

Resolution: To approve a Limited Use License Agreement with Capistrano Unified School District (CUSD) for the use of Arroyo Vista Park, and Tijeras Creek Park by Arroyo Vista School K-8 and Tijeras Creek Elementary School for the 2026-2027 school year.

E. Limited Use License Agreement with Saddleback Valley Unified School District

Resolution: To approve a Limited Use License Agreement with Saddleback Valley Unified School District (SVUSD) for the use of Trabuco Mesa Park by Trabuco Mesa Elementary School for the 2026-2027 School Year.

Work Authorizations

F. Drinking Fountain Replacement Project (Work Authorization)

Resolution: To approve the purchase of three drinking fountains from Most Dependable Fountains; and

To approve Work Authorization #006 with SM Plumbing for the installation of the fountains.

G. Entertaining Events (Work Authorization)

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #21 with Entertaining Events to provide goods and services for the 4th of July Star Spangled Spectacular event.

H. Jolly Jumps and Express Events (Work Authorizations)

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorizations #103, #104, and #105 with Jolly Jumps and Express Events to provide goods and services at SAMLARC Community events.

I. K-Rails & Water Meter Rental for 4th of July Event (Work Authorizations)

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #007 with Orange County Pumping, Inc. for the filling and disposal services of the water for the water barriers for the 4th of July Star Spangled Spectacular event; and

To approve Work Authorization #007 with Roadway Construction Services for providing the water barriers and traffic control; and

To approve water meter rental services with Santa Margarita Water District for the usage to fill the water barriers.

Fiscal Items

J. Approval April 2026 Financial Statement

Resolution: As recommended by the Budget and Cash Flow Committee, to approve the financial statement and bank reconciliation dated April 30, 2026.

K. Approval of the March 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 March 25, 2026.

L. 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 May 20, 2026, to review cash flow worksheets and acknowledge the April 2026 Financial Statement, as well as the March credit card statements.

The BCFC's next meeting is scheduled for June 17 at 12PM in-person at the Business Office.

Community Lifestyle

The Community Lifestyle Committee last met on May 19, 2026. The topics of discussion included:

- The Committee discussed the past Wine & Cheese event and Beach Club Opening Day celebration.
- The Committee also discussed upcoming events such as the Music at the Lake series, Screen on the Green, and plans for the Star Spangled Spectacular, including special enhancements celebrating the 250th anniversary and SAMLARC's 40th Anniversary.

The Committee is next scheduled to meet on June 16, 2026.

Landscape & Facilities Enhancement

The Landscape and Facilities Enhancement Committee last met on Tuesday, May 19, 2026. The topics of discussion included:

- Recognition of the Andre Landscape Team for Turf Conversion Projects
- Drinking Fountain Replacements

The Committee is scheduled to meet next on Tuesday, June 16, 2026, at noon.

Liaisons

Architectural Review

The Architectural Review Committee met on May 11th and 26th. The Committee reviewed sixteen submittals. All sixteen were approved.

The Committee is next scheduled to meet on June 8th at 12:00 pm at the SAMLARC Business Office.

Covenant

The Covenant Committee met on Tuesday, May 5th and reviewed eleven violations. One home was offered IDR, and one home was issued an extension.

The next Covenant Committee meeting is scheduled for Tuesday, June 2nd at 4:00 p.m.

VIII. Director Reports

Director Jeff Beardsley

Expressed appreciation for the Wine & Cheese and Beach Club Opening Day events.

Director Edie Carpenter

Noted appreciation for the introductory meeting with FirstService Residential executive leaders, Amy Mathieson and Anthony Mazza.

Director Deborah Christensen

Expressed appreciation for the Wine & Cheese event, and noted excitement for the upcoming Fishing Derby and Animals Everywhere events.

Director Jeff Halbreich

Expressed appreciation for the Wine & Cheese event and to Director Wieckert for his participation in the City Veterans Monument development process.

Director Greg Schnieders

Commended Parks & Sports Manager Ben Helm for the smooth completion of the Altisima pickleball court project.

Director Madona Shaheen

Noted appreciation for the Wine & Cheese and Beach Club Opening Day events, along with appreciation for the introductory meeting with FirstService Residential executive leaders, Amy Mathieson and Anthony Mazza.

Director Greg Wieckert

Commended Director Christensen on her first Community Emergency Response Team assignment to the Garden Grove hazard response site. He also noted excitement for the unveiling of the City Veterans Monument on June 14.

IX. Community Executive Officer Report

X. Upcoming Events

Voice of SAMLARC
May 27/28, 2026
4:30 – 5:30 PM
Beach Club

Fishing Derby
May 30, 2026
7:00 AM - 10:00 AM
Lakeshore

Music at the Lake
June 5, 2026
6:00 PM - 8:00 PM
Lakeshore

Animals Everywhere
June 6, 2026
10:00 AM - 1:00 PM
Central Park

Screen on the Green
June 12, 2026
6:30 PM - 9:30 PM
Central Park

XI. Next Meeting

The next Open Session Board of Directors Meeting will be held on June 23, 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 6:39 PM.

I certify that these Minutes were duly approved by the Board of Directors on June 23, 2026.

Jeff Halbreich

Jeff Halbreich, President Date: June 23, 2026

Jeff Beardsley

Jeff Beardsley, Secretary Date: June 23, 2026

Prepared by: Alex Kuhlmann, Public Relations Manager