



Board of Directors Meeting  
**Open Session**  
**April 25, 2023**  
**Minutes**

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**Members Present**

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

**Members Absent**

**First Service Residential**

SAMLARC Community Executive Officer George Blair (via conference call)  
SAMLARC Executive Assistant Tita S. Gervasi  
SAMLARC Community Lifestyle Manager Angelia McCormick  
SAMLARC Finance Manager Brian Bednersh  
SAMLARC Park Operations Manager Pat White  
SAMLARC Beach Club Operations Manager Star Meza  
SAMLARC Communications Manager Alexandra Kuhlmann  
SAMLARC Capital & Reserve Project Coordinator Devin Swanson

**Others Present**

Corporate Counsel, Daniel A. Nordberg, Esq., Nordberg|DeNichilo, LLP.  
Homeowner Loren Rhoton regarding Appeal

**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:

- Appeal for architectural Modification
- Youth Soccer Classes

**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 6:09 p.m.

**II. Approval of the Agenda**

Resolution: To approve the April 25, 2023, Open Session Agenda as amended to add an emergency item regarding homeowner appeal as letter A under Items for Discussion and/or Approval.

Motion: Paul Persiani

Second: Greg Wieckert

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg Wieckert, Nate Farnsworth, Justin Horey, Greg Schnieders

Nays: None

### **III. Presentation(s)**

- Recognition of the RSM National Junior Basketball All-Stars 5<sup>th</sup> Grade Boys on their Championship Season.

### **IV. Homeowners Forum**

There were two homeowners who spoke regarding raising of the pool temperature.

### **V. Approval of the Minutes**

Resolution: To approve the March 28, 2023, Board of Directors Open Session Minutes

Motion: Greg Wieckert

Second: Deborah Christensen

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg Wieckert, Nate Farnsworth, Justin Horey, Greg Schnieders

Nays: None

### **VI. Items for Discussion and/or Approval**

#### **A. Consideration of Homeowner Request to Appeal the Action of the Architectural Review Committee for Denial of Home Improvement Application for SAMLA-0088-08**

Resolution: To deny the homeowner appeal and direct Management to work with the homeowner to come to a viable solution.

Motion: Judy Vasquez

Second: Greg Wieckert

Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg Wieckert, Nate Farnsworth, Justin Horey, Greg Schnieders

Nays: None

#### **B. Consideration of Approval of Community Association Institute (CAI) Membership for Members of the SAMLARC Board of Directors**

Resolution: To approve the renewal of membership with the Community Association Institute (CAI) for Members of the SAMLARC Board of Directors. A twelve-month membership is \$305 for a Board consisting of three or more Board Members.

Motion: Paul Persiani  
Second: Greg Schnieders  
Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg Wieckert, Nate Farnsworth, Justin Horey, Greg Schnieders  
Nays: None

**C. Consideration of Donation to The Rotary of Coto de Caza and Rancho Santa Margarita**

Resolution: To approve a donation in the amount of \$150 to the Rotary Club of Coto de Caza fundraiser to be applied to Hole 10 and if Hole 10 is unavailable then Hole 6.

Motion: Paul Persiani  
Second: Greg Wieckert  
Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg Wieckert, Nate Farnsworth, Justin Horey, 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: Deborah Christensen  
Second: Justin Horey  
Ayes: Paul Persiani, Judy Vasquez, Deborah Christensen, Greg Wieckert, Nate Farnsworth, Justin Horey, Greg Schnieders  
Nays: None

**A. Contracts to Expire August 2023**

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:

- SBS Lien Services – Professional consultant. New contract term, no price increase, no change in terms of contract. (Professional/Consulting)
- Diamonds Sports Field Maintenance – Provide SAMLARC Park Sports Field Maintenance. Second renewal of contract, no price increase, no change in terms of contract. (Trades for Goods & Services)

- Eco Lake Solutions – Maintenance and repair of floating plant islands and aeration system at Lago Santa Margarita. Second renewal of contract, no price increase, no change in terms of contract. (Trades for Goods & Services)

**B. Consideration of Approval of a Special Use Permit and Fee Waiver Request for the City of Rancho Santa Margarita Summer Concert Series at Central Park Amphitheater**

Resolution: To approve the issuance of a Special Park Use Permit to the City of Rancho Santa Margarita for the purpose of conducting the Summer Concert Series and Beer and Wine Garden in Central Park and to waive the park use fee. Issuance of the permit is contingent upon the fulfillment of the following requirements:

1. All insurance provisions as stipulated in the Special Park Use Policy include Commercial General Liability, Automobile, Workers' Compensation, Employers Liability, and Liquor Liability insurance.
2. Alcoholic Beverage Control (ABC) License for dates requested.
3. A site plan approved by Management.
4. Conditions required by the City of Rancho Santa Margarita and any other applicable governmental agencies.

**C. Consideration of Approval of Dissolution of the 2023 Election Committee and Appointment of the 2024 Election Committee**

Resolution: To dissolve the 2023 Election Committee;

and,

To appoint the 2024 Election Committee for SAMLARC's Annual Meeting and Election as follows:

Chair : Justin Horey – Board Member not running  
 Member: William Cather - Member of SAMLARC & Alicante Board President  
 Member: Edie Carpenter – Delegate for Santa Fe

**D. Consideration of Recommendation from the Communications Committee to Approve the Revised Communications Committee Charter**

Resolution: As recommended by the Communications Committee, to approve the revised Communications Committee Charter as presented.

**E. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve a Purchase for the Replacement of Four Lifeguard Stands at the Beach Club**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve the purchase of four lifeguard stands at the Beach Club.

**F. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve the Purchase and Installation for Trench Drains**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve the purchase and installation cost for 13 trench drains to replace the existing trench drains located at the Beach Club.

**G. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve the Repairs and Purchase of Replacement Parts from Apex Golf Carts to Maintain the SAMLARC Golf Cart**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve the repairs and purchase of replacement parts and from Apex Golf Carts to maintain the SAMLARC Golf Cart.

**H. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve Work Authorization with Blueray Aquatics for the Replacement of a Pool Circulation Pump, Wader Filter and Pool Filter Sand at the Arroyo Vista Park Pool**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve Work Authorization #003 with Blueray Aquatics for the replacement of a pool circulation pump, wader filter and pool filter sand at the Arroyo Vista Park Pool using contract template (4) Work Authorization for Goods and/or Services.

**I. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve a Contract with Taylor Tennis Courts, Inc. to Resurface the Solana Basketball Court**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with Taylor Tennis Courts Inc. to resurface the Solana Basketball Court using contract template 2A Contract for Goods and/or Services and template 2B Master Agreement for Goods and/or Services.

**J. Consideration of Recommendation from the Community Lifestyle Committee to Approve a Work Authorization with Chic Party Rentals to Provide Rental Equipment at Star Spangled Spectacular Event**

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #012 with Chic Party Rentals to Provide Rental Equipment for Star Spangled Spectacular event on Tuesday, July 4, 2023, using contract template (4) Work Authorization for Goods and/or Services.

**K. Consideration of Recommendation from the Community Lifestyle Committee to Approve Work Authorizations with Jolly Jumps and Express to Provide Goods and/or Services at SAMLARC Community Events**

Resolution: As recommended by the Community Lifestyle Committee to approve Work Authorization #072, with Jolly Jumps and Express Events to provide goods and/or services at the Star-Spangled Spectacular event on Tuesday, July 4, 2023 using contract template (4) Work Authorization for Goods and/or Services;

and,

Work Authorization #073 with Jolly Jumps and Express Events to provide goods and/or services at Fishing Derby on Saturday, June 17, 2023 using contract template (4) Work Authorization for Goods and/or Services;

and,

Work Authorization #074 with Jolly Jumps and Express Events to provide goods and/or services at Music on Lagoon events on Saturday, June 23, and August 18, 2023 using contract template (4) Work Authorization for Goods and/or Services.

**L. Consideration of Recommendation from the Community Lifestyle Committee to Approve a Contract with Evolve Pickleball**

Resolution: As recommended by the Community Lifestyle Committee to approve a contract with Evolve Pickleball for Pickleball classes at Altisima Park Pickleball Courts for a one-year period beginning, May 1, 2023 and ending April 30, 2024 using contract template (8) Instructional Services and Use of Facilities.

**M. Consideration of Recommendation from the Community Lifestyle Committee to Approve a Work Authorization with Entertaining Events for Catering Services at Star-Spangled Spectacular Event**

Resolution: As recommended by the Community Lifestyle Committee, to approve Work Authorization #015 with Entertaining Events for catering services for Star-Spangled Spectacular event on Tuesday, July 4, 2023, using contract template (4) Work Authorization for Goods and/or Services.

**N. Consideration of Recommendation from the Budget and Cash Flow Committee to Acknowledge Review of the February 2023 Credit Card Statement**

Resolution: As recommended by the Budget and Cash Flow Committee, to acknowledge review of the charges and payable transmittal for SAMLARC's US Bank credit cards for the statement closing date of February 27, 2023. The amount due is \$5,264.11.

**O. Consideration of Recommendation from the Budget and Cash Flow Committee to Acknowledge Review of the March 2023 Financial Statement**

Resolution: As recommended by the Budget and Cash Flow Committee, to acknowledge review of the financial statement and bank reconciliation dated March 31, 2023. The balance sheet dated March 31, 2023 reflects assets of \$8,788,876 in Reserve funds, \$2,481,020 in Operating funds, and \$1,650 in Petty Cash for a total cash amount of \$11,271,546, along with a security deposit of \$7,806. The income statement for March 31, 2023 reflects year-to-date net income of \$631,547 compared to budgeted net income of \$267,830. Year-to-date reserve funding is \$383,832 compared to a budget of \$395,682. All figures are rounded.

**P. Consideration of Approval of Contract with Splendid Events to include the Bourbon, Bacon & Blues Event**

Resolution: To approve an annual contract with Splendid Events to include Bourbon, Bacon & Blues Event beginning April 26, 2023 and ending April 25, 2024 template 2A Contract for Goods and/or Services.

**Q. Consideration of Approval of Contract Renewal with Inspector Playground for Playground Inspection Services**

Resolution: To approve a contract renewal with Inspector Playground to provide playground inspection services for the period of June 28, 2023 – June 27, 2024, using contract template (3A) Contract for Professional/Consultant Services.

**R. Consideration of Approval for a Work Authorization with Blueray Aquatics for the Replacement of a Backwash System at the Solana Park Pool**

Resolution: To approve Work Authorization #004 with Blueray Aquatics for the replacement of a backwash system at the Solana Park Pool using contract template (4) Work Authorization for Goods and/or Services.

**S. Consideration to Approve a Ratification of a Work Authorization with Musco Lighting, Inc. for the Purchase of Two Wire Harnesses for Tijeras Creek Park and Cañada Vista Park**

Resolution: To ratify Work Authorization #004 with Musco Lighting Inc., for the purchase of two Wire Harness using contract template (4) Work Authorization for Goods and/or Services;

and,

To Ratify Work Authorization #048 with Horizon Lighting for the replacement and repair of the Wire Harness at Tijeras Creek Park Pole A2 using contract template (4) Work Authorization for Goods and/or Services.

**T. Consideration to Approve a Ratification of Work Authorization with Painting Unlimited to Repair and Paint the Rear Wall for 31 Calle del Rio**

Resolution: To ratify Work Authorization #024 with Painting Unlimited to repair and paint the rear wall for 31 Calle del Rio.

**U. Consideration to Approve a Ratification of Work Authorization with Painting Unlimited to Repair and Paint the Rear Wall for 32 Nutmeg**

Resolution: To ratify Work Authorization #027 with Painting Unlimited to repair and paint the rear wall for 32 Nutmeg Street.

**V. Consideration to Approve a Ratification of Work Authorization with Extreme DJ Service to Provide Entertainment Services at the Star-Spangled Spectacular Event**

Resolution: To ratify Work Authorization #003 with Extreme DJ Service to provide entertainment services for Star-Spangled Spectacular event on July 4, 2023, using contract template (4) Work Authorization for Goods and/or Services.

**W. Consideration to Approve a Ratification of Work Authorization with Blueray Aquatics for Pool Pump Repairs at Monte Vista Park Pool**

Resolution: To approve the ratification of Work Authorization #002 with Blueray Aquatics for pool pump repairs at Monte Vista Park Pool using contract template (4) Work Authorization for Goods and/or Services.

**X. Consideration to Approve a Ratification of a Work Authorization with Dave Bang Associates, Inc. for Repairs to Cielo Vista Park Playground**

Resolution: To approve the ratification of Work Authorization #032 with Dave Bang Associates Inc., for the replacement and installation of the in-ground spring for the Spring Rider Motorcycle at Cielo Vista Playgrounds using contract template (4) Work Authorization for Goods and/or Services.

**Y. Consideration of Approval of Request 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. The accounts became past due in April 2023 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 April 25, 2023, should the delinquent assessments not be paid within the time established in the Intent to Lien Letter:

<b>Account Number</b>	<b>Total Amount Due</b>	<b>Account Number</b>	<b>Total Amount Due</b>	<b>Account Number</b>	<b>Total Amount Due</b>
1958-02	<b>\$700.00</b>	2078-03	<b>\$482.00</b>	3416-02	<b>\$482.00</b>
4377-02	<b>\$487.00</b>	6448-07	<b>\$482.00</b>	7810-07	<b>\$616.00</b>
9555-05	<b>\$852.00</b>	A681-03	<b>\$556.00</b>	8490-05	<b>\$4,935.68</b>
3898-05	<b>\$470.32</b>	8211-10	<b>\$497.00</b>		

**VIII. Board Committee Reports**

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

Committee Reports:

Budget and Cash Flow Committee – Chair Greg Wieckert reported Committee met on April 19, 2023. The Committee continues to receive the opportunity to invest in CD’s that yield approximately 5% and continues to build a maturity ladder in 2024 for the Reserve fund. The same opportunities exist for reinvestments in the excess operating fund; however, those are invested for a shorter term. Management will continue to assess operating fund needs and transfer funds to the excess operating account for investment into CD’s when possible. The next meeting is May 15, 2023.



Communications Committee – Chair Deborah Christensen reported the Committee last met on April 12, 2023. Discussion at the meeting included review of website performance, revisions to the Committee Charter and Social Media Policy, the implementation of a survey program, and digital engagement. The Committee is next scheduled to meet in July.

Community Lifestyle Committee – Chair Judy Vasquez reported the Committee met on Tuesday, April 18, 2023, and recapped the Past Events of Animals Everywhere and Adult Gardening Workshop, then reviewed the Upcoming Events of Beach Club Opening Day Celebration, New & Now Member Welcome, Fishing Derby, Music at the Lagoon. Luau at the Lagoon on September 23, 2023 is will now be Bourbon, Bacon and Blues Event. The next meeting is scheduled for Tuesday, May 16, 2023.

Landscape and Facilities Enhancement Committee – Chair Paul Persiani reported the Committee met via ZOOM on Friday, April 14, 2023, reviewed and made recommendations to the Board of Directors regarding the following items that were included in this evening's consent agenda: Lagoon Lifeguard Stands & Drain Covers, Golf Cart Repairs, Arroyo Vista Pool Equipment Replacements & Repairs. The next meeting is scheduled for Friday May 12, 2023.

Recycled Water Ad Hoc Committee – Chair Paul Persiani – No report.

Insurance Review Committee – Chair Greg Wieckert reported the Committee has not met since the last Board Meeting but is again pleased to announce that SAMLARC's insurance renewal for April 1, 2023 – March 31, 2024, came in under budget by over \$20,000, with \$353,301 being expended as compared to \$374,225 budgeted. As mentioned in last week's Executive Summary and earlier this evening in Executive Session, SAMLARC was named in a complaint. The overall exposure and details are still unknown due to the newness of the claim.

Election Committee – Chair, Justin Horey – No report.

Committee Liaison Reports:

Architectural Review Committee – Director Deborah Christensen – reported the Committee met on April 10, 2023 and April 24, 2023. Twenty-seven submittals were submitted, twenty-five approved and two denied. The next meeting will be held on May 8, 2023 at 12:00 p.m. via Zoom.

Chamber of Commerce – Director Greg Schnieders – reported the Chamber held a Round Table Luncheon with the Mayor on April 12, 2023 at Alza. Upcoming Opportunities include the Quad City Mixer on Wednesday, May 24, 2023 from 5:30 – 7:30 pm at Tijeras Creek Golf Club. Rancho Family Fest will take place at Central Park the weekend of October 7 – October 8, 2023. The Chamber is searching for sponsors and volunteers for the event.

Covenant Committee – Director Deborah Christensen reported the Committee met on Tuesday, April 4, 2023 and reviewed seventeen violations. Six were assessed fines, three had fines rescinded, six were offered extensions, and two were offered ADR. The next Covenant Committee meeting is scheduled for Tuesday, May 2, 2023 at 4:00 p.m. via Zoom.

Sports Council Quarterly Meeting – Director Nate Farnworth -No report

City of Rancho Santa Margarita – President Paul Persiani – reported SAMLARC and the City have not met since the last Board meeting and are in the process of coordinating an upcoming meeting with Mayor Jerry Holloway.

Community Associations of Rancho – Director Greg Schnieders – reported the Community Associations of Rancho met at the Trabuco Canyon Water District for their monthly meeting on Tuesday, April 4, 2023. Topics of discussion included further conversation about the development of the Organizational Chart and prioritization of topics and the potential creation of sub-committees to help address key issues. The next meeting will be held on May 2, 2023 at the Trabuco Canyon Water District from 7:30 to 9:00 a.m.

## **IX. Director’s Report**

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

Director Deborah Christensen - No report.

Director Nate Farnsworth- No report.

Director Justin Horey – Reported his home is in escrow and he may have to resign from the Board by the end of the moth. He will keep the Board updated.

Director Paul Persiani - No report.

Director Greg Schnieders - No report.

Director Judy Vasquez - No report.

Director Greg Wieckert - No report.

## **X. Community Executive Officer Report**

Alexandra Kuhlmann reported on behalf of CEO George Blair reported the pool temperature will be turned up to 82 degrees at the pools which have had the maintenance completed. The maintenance schedule should take care of the issues at the four pools by May 1<sup>st</sup>.

## **XI. Events and Programs**

### **Wine & Cheese**

Saturday, May 6, 2023

6:00 p.m. – 9:00 p.m.

Lago Santa Margarita Beach Club

### **Beach Club Opening Day Celebration**

Saturday, May 13, 2023

11:00 a.m. – 3:00 p.m.

Lago Santa Margarita Beach Club

**New & Now Member Welcome**

Saturday, June 3, 2023

9:00 a.m. – 10:00 a.m.

Lago Santa Margarita Beach Club

**XII. Next Meeting**

Consistent with Board direction, the next meeting will be held on May 23, 2023 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 6:50 p.m.

I certify that these minutes were duly approved by the Board of Directors on May 23, 2023.

Paul Persiani  
Paul Persiani, President

Date: May 23, 2023

Deborah Christensen  
Deborah Christensen, Secretary

Date: May 23, 2023

Prepared by: Tita S. Gervasi, Executive Assistant