



**SAMLARC**  
Rancho Santa Margarita Landscape and Recreation Corporation  
Board of Directors Meeting  
**Open Session**  
**June 27, 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 Greg Schnieders

**Members Absent**

**First Service Residential**

SAMLARC Community Executive Officer George Blair  
SAMLARC Assistant General Manager Jerry Corpuz  
SAMLARC Communications Manager Alexandra Kuhlmann  
SAMLARC Executive Assistant Tita Gervasi  
SAMLARC Community Services Manager Carla Galosic  
SAMLARC Community Services Representative Nicole Thel  
SAMLARC Project Coordinator Devin Swanson  
SAMLARC Project Manager Eric Rosenkrantz  
SAMLARC Beach Club Operations Manager Star Meza  
SAMLARC Park Operations Manager Pat White

**Others Present**

Corporate Counsel, Daniel A. Nordberg, Esq., Nordberg|DeNichilo, LLP.

**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:

- Vacant Position on Board
- Appeal SAMLARC 7827-01
- Homeowner Request for Reimbursement
- Knapp vs. Serabrisa
- Foreclosure sale extension
- 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 6:08 p.m.

## **II. Approval of the Agenda**

Resolution: To approve the June 27, 2023 Open Session Agenda.

Motion: Greg Wieckert

Second: Deborah Christensen

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

Nays: None

## **III. Homeowners Forum**

Ms. Sally Ross came before the Board regarding her concern about the baby ducks and too many fish within the Lake.

## **IV. Approval of the Minutes**

Resolution: To approve the May 23, 2023, Board of Directors Open Session Minutes.

Motion: Deborah Christensen

Second: Judy Vasquez

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

Abstain: Nate Farnsworth, Greg Schnieders

Nays: None

## **V. 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-7827-01**

Resolution: To uphold the decision of the Architectural Review Committee to deny the home improvement application and continue enforcement through the violation process.

Motion: Judy Vasquez

Second: Greg Wieckert

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

Nays: None

Administrative Direction: To direct Community Services Manager Carla Galosic to work with the homeowner to resolve the issue.

**B. Consideration of Appointment to the Board of Directors for the Remaining Term of Office to Expire with the 2025 Election**

Resolution: To deny the appointment of the Candidate appointment to the Board, and to offer the Candidate an invitation to serve on a SAMLARC Committee.

Motion: Judy Vasquez

Second: Deborah Christensen

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

Nays: None

Administrative Direction: Management to extend an invitation to the Candidate to serve on a SAMLARC Committee.

**VI. 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: Nate Farnsworth

Second: Greg Wieckert

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

Nays: None

**A. Contracts to Expire October 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. If there is a significant change to any contracts prior to the expiration date, such as a poor performance, large price increases or changes to the terms, it will be brought before the Board prior to the expiration date.

- Chic Party Rentals – Tent and party rentals – Recommend renewal.
- Collins Company – Maintain and repair various construction projects - Recommend renewal.
- DTS – To perform towing services as required – Recommend renewal.
- Gerard Signs & Graphics – Provide installation and removal services of holiday banners on streetlight poles - Recommend renewal.
- Jolly Jumps and Express Events – Event Catering and Rentals – Recommend renewal.

**B. Consideration of Delegate Appointment**

Resolution: To approve the appointment of Camille Pratt to serve as a Delegate for Caserio II - Non-Sub Maintenance Delegate District.

**C. Consideration of a 90 Day Review with Blueray Aquatics**

Resolution: To receive and file report.

**D. Consideration to Waive Permit fees for RSM Cares Volunteer Appreciation Dinner on September 20, 2023, at Central Park Grand Terrace**

Resolution: To approve waiving the permit fees for RSM Cares Volunteer Appreciation Dinner on September 20, 2023, at Central Park Grand Terrace.

**E. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve a Contract with Precision Painting for Wood Repairs at Various SAMLARC Facilities**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a contract with Precision Painting for wood repairs at Arroyo Vista Park, Solana Park, and Trabuco Mesa Park using contract template (2A) Contract for Goods and/or Services and contract template (2B) Master Contract for Goods and/or Services.

**F. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve a Work Authorization with Orange Coast Fence Company for Chain Link Fencing Repairs at Various SAMLARC Parks**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve Work Authorization #030 with Orange Coast Fence Company, for chain link fencing repairs at Arroyo Vista Park, Solana Park, Cielo Vista Park, Altisima Park, and the Beach Club using template (4) Work Authorization for Goods and/or Services.

**G. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve a Work Authorization with Blueray Aquatics for the Replacement of Wader Pumps at the Monte Vista Pool and Altisima Park Pool**

Resolution: As recommended by the Landscape and Facilities Enhancement Committee, to approve a Work Authorization with Blueray Aquatics for the replacement of the wader pumps at the Monte Vista Pool and Altisima Park Pool using contract template (4) Work Authorization for Goods and/or Services.

**H. Consideration of Recommendation from the Landscape and Facilities Enhancement Committee to Approve a Work Authorization with Diamonds Sports Field Services Inc. for Infield Refurbishment at Cañada Vista and Vista Verde Parks**

Resolution: To approve a recommendation from the Landscape and Facilities Enhancement Committee (LFEC) to approve Work Authorization #072 with Diamonds Sports Field Services Inc., for infield refurbishment at Cañada Vista and Vista Verde Parks using contract template (4) Work Authorization for Goods and/or Services.

**I. 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 #075 with Jolly Jumps and Express Events to provide goods and/or services at Screen on the Green events on July 21 and August 11, 2023 using contract template (4) Work Authorization for Goods and/or Services;

and,

to approve Work Authorization #076 with Jolly Jumps and Express Events to provide goods and/or services at Great Rancho Campout on August 4 and 5, 2023 using contract template (4) Work Authorization for Goods and/or Services.

**J. Consideration of Recommendation from the Community Lifestyle Committee to Approve Work Authorization with Splendid Events to Provide Goods and/or Services at Bacon, Bourbon, and Blues Event**

Resolution: As recommended by the Community Lifestyle Committee to approve Work Authorization #01, with Splendid Events to provide goods and/or services at Bacon, Bourbon, and Blues event on Saturday, September 23, 2023, using the contract template (4) Work Authorization for Goods and/or Services;

**K. Consideration of Recommendation from the Budget and Cash Flow Committee to Acknowledge Review of the April 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 April 25, 2023. The amount due is \$8,301.65.

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

Resolution: As recommended by the Budget and Cash Flow Committee, to acknowledge review of the financial statement and bank reconciliation dated May 31, 2023. The balance sheet dated May 31, 2023 reflects assets of \$8,772,887 in Reserve funds, \$2,481,761 in Operating funds, and \$1,650 in Petty Cash for a total cash amount of \$11,256,298, along with a security deposit of \$7,806. The income statement for May 31, 2023 reflects year-to-date net income of \$640,433 compared to budgeted net income of (\$36,429). Year-to-date reserve funding is \$647,637 compared to a budget of \$659,470. All figures are rounded.

**M. Consideration to Approve a Contract with The Bee Man Pest Control to Provide Year-Round Removal and Treatment Services for Beehives and Wasps**

Resolution: To approve a Contract with The Bee Man Pest Control to provide year-round removal and treatment services for beehives and wasps from June 27, 2023, to June 26, 2024.

**N. Consideration of Approval of a Contract Renewal with Three Phase Electric for Monthly Lighting and Electrical Maintenance Services**

Resolution: To approve a contract renewal with Three Phase Electric for monthly lighting and electrical maintenance services for the period of June 1, 2023 – May 31, 2024, using contract template (5) Second Renewal of Contract for Goods and/or Services.

**O. Consideration of Approval of Contract Renewal with Diamonds Sports Field Services, Inc. to Provide Year-Round Maintenance of Sports Field Infield Services and Supplemental Common Area Services**

Resolution: To approve contract renewal with Diamonds Sports Field Services, Inc. to provide year-round maintenance of Sports Field infields and supplemental common area services from August 23, 2023, to August 22, 2024, using contract template (5) Contract for Goods and/or Services.

**P. Consideration of Approval of a Work Authorization with Dave Bang Associates, Inc. for Repairs to Urban Trail Park Playground**

Resolution: To approve Work Authorization #033 with Dave Bang Associates Inc., for the replacement and installation of Rock Climber Stairs at Urban Trail East Playground using contract template (4) Work Authorization for Goods and/or Services.

**Q. Consideration to Approve a Work Authorization with Horizon Lighting for the Replacement and Repair of a Wire Harness at Cañada Vista Park Pole C3**

Resolution: To approve Work Authorization #049 with Horizon Lighting for the replacement and repair of the Wire Harness at Cañada Vista Park Pole C3 using contract template (4) Work Authorization for Goods and/or Services.

**R. Consideration to Approve a Ratification of a Work Authorization with Extreme DJ Service to Provide Entertainment Services at Great Rancho Campout Event**

Resolution: To ratify Work Authorization #004 with Extreme DJ Service to Provide entertainment services at Great Rancho Campout event on Friday, August 4, 2023, using contract template (4) Work Authorization for Goods and/or Services.

**S. Consideration to Approve a Ratification of a Work Authorization with Painting Unlimited for the Repair and Paint of the Beach Club Monument Signs**

Resolution: To ratify Work Authorization #030 with Painting Unlimited to repair and paint the Beach Club Monument Signs.

**T. Consideration to Approve a Ratification of a Work Authorization with Painting Unlimited to Replace the Wrought Iron Fencing and Repair the Stucco Wall**

Resolution: To ratify Work Authorizations #028 and #029 with Painting Unlimited to replace the wrought iron fencing and repair of stucco wall.

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

Proposed Resolution: To authorize and instruct Management to record a lien on 16 delinquent accounts should their assessments not be paid within the time established in the Intent to Lien Letter. The accounts became past due in June 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 June 27, 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>
0983-02	<b>\$580.00</b>	2122-06	<b>\$514.00</b>
2364-11	<b>\$489.00</b>	2601-03	<b>\$1,147.00</b>
3252-02	<b>\$479.00</b>	7109-03	<b>\$398.00</b>
7369-04	<b>\$560.00</b>	9804-06	<b>\$1,224.04</b>
1657-08	<b>\$479.00</b>	2149-04	<b>\$440.00</b>
2422-04	<b>\$844.00</b>	3034-03	<b>\$883.00</b>
6144-04	<b>\$1,329.88</b>	7138-03	<b>\$514.00</b>
8139-03	<b>\$479.00</b>	A298-01	<b>\$1,234.04</b>

Additionally, to approve S.B.S. Lien Services to:

1. Offer the Homeowner the right to submit a written request for Alternative Dispute Resolution with a neutral third party pursuant to Article 2 (commencing with Section 5925) of Chapter 10 Article 3.
2. Personally, serve the decision to record a Notice of Default upon the homeowner.

## VII. Board Committee Reports

### Committee Reports:

Budget and Cash Flow Committee – Chair Greg Wieckert reported the Committee met on June 19, 2023 and invested funds into CDs with maturities in the fourth quarter of 2024 and the first quarter of 2025. The Committee was presented with preliminary 2024 budget information and the first draft review of the 2024 budget has been scheduled for August 9, 2023. The next meeting is scheduled for July 19, 2023 at 11:30 a.m. on Zoom.

Communications Committee – Chair Greg Schnieders 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, June 20, 2023 to recap the Children's Garden Workshop, Wine & Cheese, Beach Club Opening Day, Voice of SAMLARC, and New & Now Member Welcome & Landscape

Workshop. The Committee also discussed Star Spangled Spectacular, Screen on the Green, Great Rancho Campout, and the Adult Gardening Workshop. The next meeting is scheduled for Tuesday, July 18, 2023.

Landscape and Facilities Enhancement Committee – Chair Paul Persiani reported the LFEC met virtually on Friday, June 9, 2023 at noon. The Committee reviewed and made recommendations to the Board of Directors regarding items that were included in this evening’s consent agenda. The next meeting is tentatively scheduled for the week of July 17, 2023.

Insurance Review Committee – Chair Greg Wieckert reported Members of the Insurance Review Committee met with Matthew Koch and Michael Hughes with Brown & Brown for their Quarterly Risk Round-Up. There are three open claims that were reviewed, and a fourth potential claim involving Tijeras Creek Golf Course. Management reached out to Tijeras Creek regarding the claim, and they opted to reimburse SAMLARC for the full associated costs of the property damage without going through insurance.

Committee Liaison Reports:

Architectural Review Committee – Director Deborah Christensen reported the Committee met on June 12, 2023 and June 26, 2023. Thirty-two submittals were submitted, twenty-nine were approved and three were denied. The next meeting will be held on July 10, 2023 at 12:00 p.m. via Zoom.

Chamber of Commerce – Greg Schnieders reported the Chamber has the following future events: Taco Tuesday at Daily’s Sports Grill - June 27, 2023, from 5:30 - 8:00 p.m., Rotary Club – 40<sup>th</sup> Anniversary Party, June 29, 2023 Celinda’s Cocina Mexican from 5:30 -9:00 p.m., and the Chamber’s Paso Robles Wine & Food Pairings July 28, 2023 on the Grand Terrace from 6:00 - 9:30 p.m.

Covenant Committee – Director Deborah Christensen reported The Covenant Committee met on Tuesday, June 6, 2023 and reviewed thirteen violations. Seven were assessed fines, five were offered extensions, one had their fines rescinded, and one was offered ADR. The next Covenant Committee meeting is scheduled for Tuesday, July 12, 2023 at 4:00 p.m. via Zoom.

Sports Council – Director Nate Farnsworth reported The Sports Council is met on June 14, 2023 at 7:30 a.m. at the Beach Club Fiesta Room. Items for discussion included the fall requests, summer maintenance projects, and league improvement requests. Both RTGSA and SMLL have teams in All-Stars that are currently competing. AYSO 630 in will have two teams in July who are competing in the AYSO National Games at the Great Park. The next scheduled Sports Council will be September 13, 2023 at 7:30 a.m. in the Beach Club Fiesta Room.

City of Rancho Santa Margarita – President Paul Persiani reported SAMLARC and the City met on June 16, 2023 and discussed the RSM Shop and Dine Program, SAMLARC Board of Directors Vacancy, Vandalism throughout the community, and SAMLARC and City Upcoming Events. The next quarterly meeting is scheduled for September.

Community Associations of Rancho – Greg Schnieders reported the Community Associations of Rancho met at the Trabuco Canyon Water District for their monthly meeting on Tuesday, June 6, 2023. Topics of discussion included Fire Safe Council Representative Oscar Hood who provides support for local fire safe councils in Orange County, and RSM Voice who provided



an OC Alert campaign update as well as a legislative update. The next meeting will be held on July 11, 2023 at the Trabuco Canyon Water District from 7:30 to 9:00 a.m.

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

- Recycled Water Ad Hoc Committee – Chair Paul Persiani
- Election Committee – Chair Nate Farnsworth

### **VIII. Director's Report**

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

Directors stated they were looking forward to the 4<sup>th</sup> of July. Director Persiani commented he will be unable to attend this year's event.

Director Wieckert suggested that the Management team attire should be Business Casual during the summer and Board directors agreed.

### **IX. Community Executive Officer Report**

No report.

### **X. Events and Programs**

#### **Star Spangled Spectacular**

Tuesday, July 4<sup>th</sup>

8:00 a.m. – 9:30 p.m.

Lago Santa Margarita Beach Club & Lakeshore

#### **Screen on the Green: Super Mario Brothers**

Friday, July 21<sup>st</sup>

6:30 p.m. – 9:30 p.m.

Central Park

### **XI. Next Meeting**

Consistent with Board direction, the next meeting will be held on July 25, 2023 at 6:32 p.m. in the Fiesta Room at the Lago Santa Margarita Beach Club.

### **XII. Director's Report**

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

Directors Paul Persiani, Deborah Christensen, Greg Wieckert, and Judy Vasquez thanked Brian for his years of service to SAMLARC, wished him the best, and stated they would miss him.

### **XIII. Community Executive Officer Report**

No report.

**XIV. Events and Programs**

**Voice of SAMLARC Singing Competition**

Thursday, June 1  
3:00 p.m. – 6:00 p.m.  
Lago Santa Margarita Beach Club

**New & Now Member Welcome and Landscape Planning Workshop**

Saturday, June 3  
9:00 a.m. – 11:30 a.m.  
Lago Santa Margarita Beach Club

**Fishing Derby**

Saturday, June 17  
7:00 a.m. – 10:00 a.m.  
Lago Santa Margarita Lakeshore Park

**Music at the Lagoon**

Friday, June 23  
7:00 a.m. – 10:00 a.m.  
Lago Santa Margarita Beach Club

**XV. Next Meeting**

Consistent with Board direction, the next meeting will be held on July 25, 2023, at 6:00 p.m. in the Fiesta Room at the Lago Santa Margarita Beach Club.

**XVI. Adjournment**

There being no further business to come before the Board of Directors, the meeting was adjourned at 6:36 p.m.

I certify that these minutes were duly approved by the Board of Directors on July 25, 2023.

Paul Persiani  
Paul Persiani, President

Date: July 25, 2023

Deborah Christensen  
Deborah Christensen, Secretary

Date: July 25, 2023



Prepared by: Tita S. Gervasi, Executive Assistant



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