

**ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
OCTOBER 19, 2016**

BOARD MEMBERS PRESENT: Dean Morrow -- President
Christine Daily -- Vice President
Mike Lanni -- Treasurer
Viggo Boserup -- Secretary
Max Ko -- Member at
Large/Assistant Treasurer

BOARD MEMBER ABSENT: None

MANAGEMENT REPRESENTATIVE: Renee Barger, CMCA, AMS
Keystone Pacific Property
Management, Inc.

CALL TO ORDER

The meeting was called to order at 5:00 PM by Board President, Dean Morrow, at the One Ford Road Community Clubhouse.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion (5/0):

- A. **Approval of General Session Meeting Minutes/Architectural Submittal Report – RESOLVED**, to approve the General Session Minutes as amended for the Board of Directors meeting held on September 21, 2016 and to accept the Architectural Submittal Report for September 16, 2016 through October 11, 2016.
- B. **Financial Statement – RESOLVED**, to accept the September 30, 2016 Financial Statement, as submitted. (4/0)
- C. **Election Date, Record Date and Appoint Inspectors of Election/Ballot Custodian – RESOLVED**,
 - 1. Management recommends that the Board set the Record date as December 5, 2016.
 - 2. Management recommends that the Election Date be set for January 18, 2017 at Keystone Pacific Property Management, Inc.
 - 3. Management recommends that Keystone Pacific Property Management, Inc. act as the Inspector of Election/Ballot Custodian.

UNFINISHED/NEW BUSINESS

- A. **2017 Draft Budget, Budget Justifications and Reserve Maintenance Disclosure** – A motion was made, seconded and carried to postpone the discussion until the November meeting for further discussion. (5/0)

ONE FORD ROAD COMMUNITY ASSOCIATION
 GENERAL SESSION MEETING MINUTES
 OCTOBER 19, 2016

- B. **Wood Trellis Repair Proposals** – A motion was made, seconded and carried to postpone the discussion until the November meeting for further discussion and invite Fenn Constructions Services to the November meeting to discuss the scope of work with the Board of Directors. (5/0)
- C. **Rules & Regulations/Election Rules Update** – A motion was made, seconded and carried to postpone this item until the November meeting for further discussion. (5/0)
- D. **Landscape Proposals** – A motion was made, seconded and carried to approve the following proposals: #28540, #28962, #28963, #27420, #27709 and #28912, for a total cost of \$6,163.15. (5/0)

Proposal Location	Price	Scope of Work
Phase 2 at Shed House on Paseo	\$1,973.10	Enhancement
7-9 Jupiter Hills	\$151.75	Install 75 sf of sod
Behind 5, 7 & 9 Turnberry	\$1,770.00	Install 120 (1 gallon) Acacia and 2 (15 gallon) Arbutus
Clubhouse/Fitness Center	NTE \$864.00	Install 24 (5 gallon) Japonica Install 24 (5 gallon) Pittosporum 'nana' Install 24 (5 gallon) Pittosporum 'golf ball'
62-64 Old Course	\$938.00	Remove Camphor Trees
Frog Pond	\$602.30	Enhancement

- E. **Family & Adult Social Committee Budgets** – A motion was made, seconded and carried to approve a budget of \$200.00 per Holiday to fund Holiday Decorating contests for Halloween and Christmas and not to place contest signs on individual lots. (5/0)

A motion was made, seconded and carried to approve the purchase of a brochure box to be installed at the community clubhouse, for a total cost of \$89.00 which does not include shipping, handling and installation. (5/0)

A motion was made, seconded and carried to hire an event coordinator for the Halloween event, for a total cost of \$15.00 per hour for a total of three (3) hours. (5/0)

A motion was made, seconded and carried to approve one (1) additional guard at the Ford Gate and to adjust the patrol officer hours to begin at 3 PM for the Halloween event. (5/0)

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
OCTOBER 19, 2016

- F. **Maturing CD's** – A motion was made, seconded and carried to invest the following CDs that are near their maturity date at the highest interest rates available:
- Reserve MLCD City National Bank 6 month CD maturing on 10/3/16 for \$249,000.00
 - Reserve MLCD Northpointe Bank 8 month CD maturing on 10/12/16 for \$249,000.00
 - Reserve MLCD Mizuho Bank 6 month CD maturing on 10/20/16 for \$249,000.00
 - Reserve MLCD Banc of CA Bank 5 month CD maturing on 10/27/16 for \$249,000.00
 - Operating MLCD Community Bank 6 month CD maturing 12/8/16 for \$200,000.00
 - Reserve MLCD Everbank 6 month CD maturing on 12/14/16 for \$249,000.00
- G. **Mailbox Post & Street Light Installation Proposal** – A motion was made, seconded and carried to postpone the discussion until the November meeting for further discussion. (5/0)
- H. **Bemus Landscape – Coral Treatment Discussion** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- I. **Belcourt Master Association – Landscape Update** – A motion was made, seconded and carried to retain the Zacher Firm to represent the Gleneagles homeowners in regards to Association property damage caused by Belcourt Association tree maintenance. (5/0)
- J. **Drinking Fountains** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- K. **Common Area Trash Cans** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- L. **Rose Garden/Secret Garden Preservation** – A motion was made, seconded and carried to have the Landscape Committee address the concerns of this area and provide a proposal to the Board of Directors for discussion. (5/0)
- M. **Bison & Ford Pool Decks and Clubhouse Courtyard Furniture** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- N. **Wall along Country Club Wall at Bison Gate** – A motion was made, seconded and carried to retain the Zacher Firm to represent the Association in regards to the maintenance of the Bayridge Condominium Association property along Country Club Dr., Bison and Spanish Bay. (5/0)
- O. **Annual Preventative Maintenance Service – Bison Pool** – A motion was made, seconded and carried to approve the proposal from Commercial Aquatic Services, Inc. to perform annual preventative maintenance service on the existing pool equipment at the Bison pool and Bison wader, for a total cost of \$4,789.75. (5/0)

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
OCTOBER 19, 2016

- P. **Insurance Renewal** – A motion was made, seconded and carried to postpone this item and have Management obtain one (1) comparative proposal which will be discussed by the Executive Committee prior to the insurance renewal date of November 4, 2016. (5/0)
- Q. **Construction Hours** – A motion was made, seconded and carried to restrict only landscape and construction traffic during the following time frames:

Monday through Friday – Between 7:00 am and 5:00 pm
Saturday – Between 8:00 am and 4:00 pm
Sunday – No work permitted.
Federal Holidays – No work permitted.

A motion was made, seconded and carried to restrict Association landscape contractor, Bemus Landscape, Inc., not to service the community on Federal Holidays. (5/0)
- R. **Speeding** – No action was taken.
- S. **Security Committee – Request for Publication of Safe Driving and Parking Program** – A motion was made, seconded and carried to approve the publication to the membership via email blast as well as US mail and to have the guard houses distribute the Security handout on an ongoing basis. (5/0)
- T. **Fitness Center Sound System** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- U. **Mailbox & Light Post Cleaning** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- V. **Constant Contact** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- W. **Rodent, Pest & Vermin Control** – No action was taken. (5/0)
- X. **Stop Sign Installation** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- Y. **Paint Fire Lane Curbs** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- Z. **Enforcement of Basketball Standards** – A motion was made, seconded and carried to not enforce the use and placement of Basketball Standards throughout the community. (5/0)
- AA. **Clubhouse Carpet Replacement** – A motion was made, seconded and carried to postpone this item to the November meeting for further discussion. (5/0)
- BB. **Punch List Items** – No action was taken.

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
OCTOBER 19, 2016

- CC. **Next Meeting Agenda Requests** – No action was taken.
- DD. **Newsletter/Eblast Items** – No action was taken.
- EE. **Next Meeting Date** – The next Board of Directors meeting is scheduled for Wednesday, November 16, 2016 at 5:00 PM at the community Clubhouse.

HOMEOWNER FORUM

There were several homeowners in attendance to observe the meeting and to discuss the following items: parking violations, enforcement, service workers during Federal Holidays, and landscape.

COMMITTEE REPORTS

A. **Committee Reports** –

- 1. Architectural
- 2. Landscape
- 3. Facility/Maintenance/Janitorial
- 4. Safety & Security – A motion was made, seconded and carried to appoint Rod Desirio to the Safety, Security & CERT Committee.
- 5. Fitness Center
- 6. Adult Social
- 7. Pool
- 8. Family Social

ADJOURNMENT

With no further items to discuss, the General Session meeting was adjourned at 7:18 PM.

ACCEPTED:  DATE: _____

