

**ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
MARCH 22, 2017**

BOARD MEMBERS PRESENT:

F. Rene Alvarez, Jr. – President
Steve Maguin – Vice President
Christine Daily – Secretary
Max Ko – Member at Large

BOARD MEMBER ABSENT:

Dean Morrow –
Treasurer/Assistant Secretary

MANAGEMENT REPRESENTATIVE:

Renee Barger, CMCA, AMS
Keystone Pacific Property
Management, LLC

CALL TO ORDER

The meeting was called to order at 5:01 PM by Board President, F. Rene Alvarez, Jr., 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 (4/0):

- A. **Approval of General Session Meeting Minutes/Architectural Submittal Report – RESOLVED**, to approve the General Session Minutes for the Board of Directors meeting held on February 27, 2017, and to accept the Architectural Submittal Report for February 22, 2017 through March 9, 2017.
- B. **Financial Statement – RESOLVED**, to accept the February 28, 2017 financial statement, as submitted.

UNFINISHED/NEW BUSINESS

- A. **Ford Exit Gate Operator Proposal** – A motion was made, seconded and carried to approve the proposal from California Gate & Entry Systems to replace the current operator at the Ford exit gate. The gates have reached their life expectancy and can no longer be repaired and maintained to a level that provides consistent gate operation. The total cost of \$8,598.64. (4/0)
- B. **Management Authorization Limit** – A motion was made, seconded and carried to increase Management's spending authorization limit from \$500.00 to \$750.00; any action items exceeding \$750.00 require Board notification via email, and if any objections to such action, the item will be placed on the following month's agenda for Board discussion. (4/0)
- C. **Simplifying the Committee Structure** – No action was taken.

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- D. **Wood Trellis Paint Color Options** – A motion was made, seconded and carried to allow homeowners, Laurie Duncan and Anne Marie Boserup, work with Dunn Edwards directly to finalize the desire shade of white paint to be used for the wood trellis project. (4/0)
- E. **Construction Management Proposals** – A motion was made, seconded and carried to approve the proposal from Hartigan Project Management to assist with the management and oversight of the wood trellis and tot lot projects, for a total cost not to exceed \$2,000.00 per month, with an estimated time frame of four months contingent upon successful evaluation/interview by Board member, Steve Maguin. (4/0)
- A motion was made, seconded and carried to waive all Keystone Pacific Property Management, LLC insurance requirements for Hartigan Project Management. (4/0)
- F. **Landscape Proposals** – A motion was made, seconded and carried to approve proposal #39039 in the amount of \$23,234.73, proposal #37721 in the amount of \$1,226.16, proposal #37693 in the amount of \$210.33, proposal #37747 in the amount of \$11,388.00, proposal #37694 in the amount of \$358.94, proposal #37696 in the amount of \$1,354.90, proposal #37697 in the amount of \$2,022.32, proposal #37723 in the amount of \$695.25, and proposal #36565 in the amount of \$17,327.36. (4/0)
- G. **Reserve Study Proposal** – A motion was made, seconded and carried to approve the proposal from Advanced Reserve Solutions, Inc. to prepare an onsite reserve study along with photos, for a total cost of \$2,250.00. (4/0)
- H. **Flagstone Repair Proposals** – A motion was made, seconded and carried to postpone this item for further discussion at the April meeting. (4/0)
- I. **Pedestal Fountain Proposals** – A motion was made, seconded and carried to approve the proposal from Irvine Pipe & Supply to purchase a Haws model# 3511FR pedestal drinking fountain at the Tot Lot area, for a total cost of \$5,761.16. (4/0)
- J. **Social Events** – No action was taken.
- K. **CD Maturation** – A motion was made, seconded and carried to invest the following CDs that are near their maturity date at the highest interest rates available (4/0):

Reserve CD MLCD Bk Hapoalim 6 month CD maturing on 5/18/17 for \$249,000.00

Reserve CD MLCD Citizens Bk 6 month CD maturing on 5/23/17 for \$249,000.00

Reserve CD MLCD Beal Bk 4 month CD maturing on 5/17/17 for \$249,000.00

A motion was made, seconded and carried to close the following accounts listed below, plus any interest earned. The Board approved not to re-invest the funds and have them deposited to their reserve account. (4/0)

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Reserve CD MLCD Luana Svgs 6 month CD maturing on 5/4/17 for \$249,000.00
Reserve CD MLCD Discover Bk 6 month CD maturing on 5/2/17 for \$249,000.00
Reserve CD MLCD Synovus Bk 6 month CD maturing on 5/9/17 for \$249,000.00

- L. **Frog Pond Circulation Pump Replacement Proposal** – A motion was made, seconded and carried to approve the proposal from Commercial Aquatic Services, Inc. to replace the failed circulation pump at the Frog Pond, for a total cost of \$612.78. (4/0)
- M. **JWA Airport Newport Beach Litigation** – No action was taken.
- N. **Rules & Regulations Committee** – A motion was made, seconded and carried to appoint homeowner, Richard DeRisio, to the Rules & Regulations Committee. (4/0)
- O. **Fitness Center – Vertex Panel Replacement Proposal** – A motion was made, seconded and carried to approve the proposal from California Gate & Entry Systems to replace the vertex panel at the fitness center, for a total cost of \$1,231.50. (4/0)
- P. **Security** – A motion was made, seconded and carried to distribute an email blast to the membership regarding the CERT Drill – Newport Beach Fire Department/CERT 4th Annual Emergency Preparedness Drill scheduled for April 29, 2017 at 9:30 AM at the Community Clubhouse. (4/0)
- Q. **Extra Tiles Discussion** – A motion was made, seconded and carried to dispose of the extra clubhouse tile and Ford pool deck materials located in the guard house garage. (4/0)
- R. **Changes in the Management Process** – No action was taken.
- S. **Punch List Items** – No action was taken.
- T. **Architectural Applications** – No action was taken.
- U. **Next Meeting Agenda Requests** – No action was taken.
- V. **Newsletter/Eblast Items** – No action was taken.
- W. **Next Meeting Date** – The next Board of Directors meeting is scheduled for Wednesday, April 19, 2017 at 5:00 PM at the community Clubhouse.

HOMEOWNER FORUM

There were several homeowners in attendance to observe the meeting and the following topics were discussed: perimeter wall painting, landscape, and security issues.

PRESENTATIONS

Juan Gutierrez, Post Commander of Securitas was in attendance and provided a report to the Board regarding incidents and matters related to security, patrol, and gate management.

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California Gate representative, Kevin Squire, was present to discuss the Ford Exit Gate Operator proposal and made recommendations to the Board regarding new technology that would allow OFR to implement cameras at new locations within the community.

COMMITTEE REPORTS

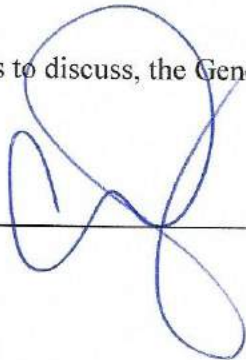
A. Committee Reports –

1. Architectural
2. Landscape
3. Facility/Maintenance/Janitorial
4. Safety, Security & CERT – A motion was made, seconded and carried to approve the purchase of a storage organization system for the Aquatics office to be used for CERT supplies, for a total cost of \$1,480.00. (4/0)
5. Fitness Center – A motion was made, seconded and carried to increase the fitness center towel order to 500 towels per week with Mission Linen Supply, for a total cost of \$175.45. (4/0)
6. Adult Social
7. Pool
8. Family Social
9. Tot Lot

ADJOURNMENT

With no further items to discuss, the General Session meeting was adjourned at 8:04 PM.

ACCEPTED: _____



DATE: _____

4/19/17