

**ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
MAY 17, 2017**

BOARD MEMBERS PRESENT: F. Rene Alvarez, Jr. – President
Steve Maguin – Vice President
Christine Daily – Secretary
Dean Morrow –
Treasurer/Assistant Secretary
Max Ko – Member at Large

BOARD MEMBER ABSENT: None

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

CALL TO ORDER

The meeting was called to order at 5:00 PM by Board President, F. Rene Alvarez, Jr., at the One Ford Road Community Clubhouse.

GUESTS IN ATTENDANCE – Glen Hartigan from Hartigan Project Management was in attendance to discuss the progress of the Wood Trellis Repair and Repainting Project.

Juan Gutierrez, Post Commander of Securitas was in attendance to update the Board on gate operations.

Michel Dadour, Landscape Supervisor of Bemus Landscape was in attendance to update the Board on landscape issues and concerns.

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**
– This item was pulled from the Consent Calendar for further discussion.
- B. **Emergency Special Meeting of the Board of Directors Via Email – La Cresta Backflow – RESOLVED**, to ratify the action taken and approve the proposal from La Cresta Backflow to repair two backflow devices, for a total cost of \$1,118.00.
- C. **Emergency Special Meeting of the Board of Directors Via Email – dwellingLIVE – RESOLVED**, to ratify the action taken and approve the proposal from dwellingLIVE to purchase a monitor for the Bison guardhouse, for a total cost of \$2,100.00.
- D. **Emergency Special Meeting of the Board of Directors Via Email – California Gate & Entry Systems – RESOLVED**, to ratify the action taken and approve the proposal from California Gate & Entry Systems to purchase and replace the guest pass printers in both Guardhouses, for a total cost of \$1,945.60.

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
MAY 17, 2017

- E. **Emergency Special Meeting of the Board of Directors Via Email – California Gate & Entry Systems – RESOLVED**, to ratify the action taken and approve the proposal from California Gate & Entry Systems to repair the Bison entry & exit gates, for a total cost of \$1,252.04.
- F. **Financial Statement – RESOLVED**, to accept the April 30, 2017 financial statement, as submitted.

UNFINISHED/NEW BUSINESS

- A. **Approval of General Session Meeting Minutes/Architectural Submittal Report** – A motion was made, seconded and carried to approve the April 19, 2017 General Session Meeting Minutes contingent upon the removal of Item J. ‘Guidelines for Choosing and Appointing Members of OFR Committees’ from Unfinished/New Business for further discussion at the June 21, 2017 Board meeting. (4/1- Christine Daily, No)

A motion was made, seconded and carried to accept the Architectural Submittal Report for April 12, 2017 through May 9, 2017. (5/0)
- B. **Landscape Proposals** – A motion was made, seconded and carried to approve proposal #41800 in the amount of \$5,357.46 to repair the Tot lot slope cleared for construction access, proposal #41801 in the amount of \$436.56 to install raphiolepis adjacent to 2 Colonial, and proposal #42669 in the amount of \$748.33 to remove the Pine tree behind the Bison pool. (5/0)
- C. **Coral Treatment References** – A motion was made, seconded and carried to solicit two (2) additional proposals for the PHSB treatment on the Coral trees. (5/0)
- D. **Security** – A motion was made, seconded and carried not to implement the following (5/0):
 - 1. Resetting community speed limit and enforcement thereof
 - 2. Use of NBPD to enforce fire hydrant/lanes
- E. **Fitness Center Equipment Proposals** – A motion was made, seconded and carried to purchase a new upright cycle bike and a recumbent cycle bike from Life Fitness, for a total cost of \$6,601.66. (5/0)
- F. **Flagstone Repair Proposals** – A motion was made, seconded and carried to hire Project Manager, Glen Hartigan, to review the scope of work of the flagstone repair proposals. (5/0)
- G. **Revised Architectural and Landscape Standards** – A motion was made, seconded and carried to postpone this item for further discussion at the June meeting. (5/0)
- H. **Social Events** – A motion was made, seconded and carried to approve a \$1,000.00 budget for the 2017 Summer Movie Night, a \$3,000.00 budget for the Tot Lot Ribbon Cutting Event, and a \$4,000.00 budget for the 4th of July event. (5/0)

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
MAY 17, 2017

- I. **Clubhouse Office Phone** – A motion was made, seconded and carried to approve the proposal from Cox Communications to install a phone in the clubhouse office, for a total cost of \$35.00 per month. (5/0)
- J. **Streetscape, Inc. – Missing Street Sign Proposal** – A motion was made, seconded and carried to approve the proposal from Streetscapes, Inc. to install three (3) street signs at the corner of Thunderbird & Old Course Dr., Turtle Bay Dr. & Old Course Dr., and Colonial Dr. & Old Course, Dr., for a total cost of \$1,096.66. (5/0)
- K. **Fireplace Timer Proposal** – A motion was made, seconded and carried not to approve the proposal from Pacific Crest Electric to install a digital timer at the fireplace so that the fireplace will come on daily for a designated period of time, for a total cost of \$585.00. (5/0)
- L. **Spring Cleaning Proposal** – A motion was made, seconded and carried to postpone this item for further discussion at the June meeting. (5/0)
- M. **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 (5/0):

Reserve CD MLCD Pacific Western Bank 6 month CD maturing on 7/31/17 for \$249,000.00
Reserve CD MLCD Signature Bank 6 month CD maturing on 7/17/17 for \$249,000.00
- N. **Belcourt/Jamboree Slope** – No action was taken.
- O. **Supplemental Proposals** – A motion was made, seconded and carried to postpone this item for further discussion at the June meeting. (5/0)

A motion was made, seconded and carried to approve change order #1 from EmpireWorks Reconstruction and Painting, for a total cost of \$15,973.00. (5/0)
- P. **Towel Service – Fitness Center** – A motion was made, seconded and carried to authorize Fitness Center Committee Chair, Ross Sarracino, the authority to increase towel delivery up to 700 towels per week based on increased usage. (5/0)
- Q. **Contract & Project Control Procedure** – No action was taken.
- R. **Punch List Items** – No action was taken.
- S. **Delinquent Accounts** – A motion was made, seconded and carried to approve to place a lien on APN#442-471-29, for the collection of past due assessments and applicable charges. (5/0)

A motion was made, seconded and carried not to place a lien on APN#442-481-69, as the homeowner has paid the account balance in full. (5/0)
- T. **Architectural Applications** – No action was taken.

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
MAY 17, 2017

- U. **Next Meeting Agenda Requests** – No action was taken.
- V. **Communication: Eblast Items** – No action was taken.
- W. **Next Meeting Date** – The next Board of Directors meeting is scheduled for Wednesday, June 21, 2017 at 5:00 PM at the community Clubhouse.

HOMEOWNER FORUM

There were several homeowners in attendance to observe the meeting and the following topic was discussed: lighting at fitness center.

COMMITTEE REPORTS

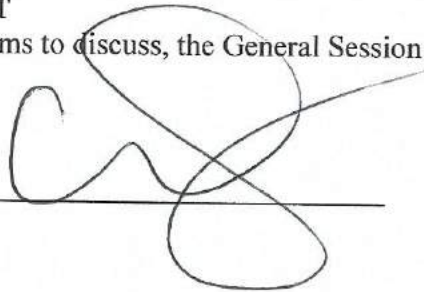
A. **Committee Reports** –

1. Architectural
2. Landscape
3. Facility/Maintenance/Janitorial
4. Safety, Security & CERT
5. Fitness Center
6. Adult Social
7. Pool
8. Family Social
9. Tot Lot
10. Rules & Regulations

ADJOURNMENT

With no further items to discuss, the General Session meeting was adjourned at 6:56 PM.

ACCEPTED: _____



DATE: _____

6/20/17