

**ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
JULY 19, 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 5:38 PM by Board President, F. Rene Alvarez, Jr., at the One Ford Road Community Clubhouse.

GUESTS IN ATTENDANCE

Juan Gutierrez, Patrol Officer of Securitas was in attendance to update the Board on community security services and gate operations.

Paul Hansen and Robin Reese, Supervisors of Bemus Landscape, were in attendance to update the Board on landscape issues and concerns.

Mike Rush from Southern California Coatings, Inc., was in attendance to discuss the proposed Flagstone repairs throughout the community.

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 ratify the action taken and approve the General Session Minutes as recorded for the Board of Directors meeting held on June 21, 2017, and to accept the Architectural Submittal Report for June 16, 2017 through July 14, 2017.
- B. **Emergency Special Meeting of the Board of Directors Via Email – Golden West Leak Detection – RESOLVED**, to ratify the action taken, and approve the proposal from Golden West Leak Detection to replace a section of PVC main potable water line with PEX pipe in HOA maintained landscaped area, in front of 64 Old Course, for a total cost of \$2,879.00.
- C. **Emergency Special Meeting of the Board of Directors Via Email – Commercial Aquatic Services, Inc. – RESOLVED**, to ratify the action taken, and approve the proposal from Commercial Aquatic Services, Inc., to perform a drain and refill the Bison pool that has accumulated TDS, calcium, and other impurities from the water from a 194,000 gallon with a current TDS level of just over 7,000 PPM, for a total cost of \$1,581.44.

- D. **Emergency Special Meeting of the Board of Directors Via Email – PatioShoppers** – **RESOLVED**, to ratify the action taken, and approve the proposal from PatioShoppers to remove the old umbrellas from the facilities, purchase and install thirty-five (35) umbrellas and thirty-five (35) umbrella stands for the facilities, for a total cost of \$20,226.80.
- E. **Financial Statement – RESOLVED**, to accept the June 30, 2017 financial statement, as submitted.

UNFINISHED/NEW BUSINESS

- A. **Landscape Proposals** – A motion was made, seconded and carried to approve the following proposals, submitted by Bemus Landscape. (5/0)

Proposal Location	Price	Scope of Work
Southern Hills Dr.	\$342.53	Wire Trellis for Calliandria
Community-Wide	\$330.60	Seed and Topper
Community-Wide	\$2,580.01	July/August Sod Replacement
Rose Garden	\$1,936.14	Drip irrigation
64& 68 Old Course	\$2,040.00	Sod Replacement

- B. **Homeowner Reimbursement Request** – A motion was made, seconded and carried to approve the reimbursement request from 64 Old Course for repairs to the HOA’s water main line, for a total of \$656.92. (5/0)
- C. **Homeowner Requests** – No action was taken.
- D. **Security** – No motion or action was taken with regard to equipping patrol vehicle with lights.

 A motion was made, seconded and carried to have Management coordinate the purchase and delivery of Security and Gatehouse supplies on behalf of Securitas and to allow Post Commander to submit receipts for reimbursement for items purchased for use at OFR. (5/0)
- E. **Flagstone Repair Proposals** – A motion was made, seconded and carried to approve the proposal from Southern California Coatings, Inc. to repair damaged flagstone and grout on Honors Dr. as a prototype, for a total cost of \$14,371.25. (5/0)
- F. **Trellis Change Orders** – A motion was made, seconded and carried to approve the change order submitted by EmpireWorks Reconstruction & Painting, to paint the two (2) towers located at the Ford entrance which was not included in the original project scope of work, for a total cost of \$1,800.00. (5/0)
- G. **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):

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
JULY 19, 2017

Reserve CD MLCD Banner Bank 6 month CD maturing on 9/15/17 for \$249,000.00
Reserve CD MLCD Bank of Baroda 6 month CD maturing on 9/21/17 for \$248,000.00
Reserve CD MLCD Green Bank 4 month CD maturing on 9/26/17 for \$249,000.00

- H. **Birdhouse Replacement Proposals** – A motion was made, seconded and carried to postpone this item to the August meeting pending further discussion with EmpireWorks regarding discounting and comping. (5/0)
- I. **Guidelines for Choosing and Appointing Members of OFR Committees** – No action was taken.
- J. **Tot Lot Shade Structure Proposal** – No action was taken with regard to the proposal from PatioShoppers to fabricate and install a 5'x12' custom slide on wire shade cover to the existing patio structure at the Tot Lot, for a total cost of \$17,153.80. (5/0)
- K. **Clubhouse Furniture Discussion** – A motion was made, seconded and carried to have TR Construction provide repair options to the wobbly Clubhouse tables. (5/0)
- L. **Backwash Holding Tank Proposal – Commercial Aquatic Services, Inc.** – A motion was made, seconded and carried to postpone this item to the August meeting for further discussion. (5/0)
- M. **Clubhouse Patio Lighting** – A motion was made, seconded and carried to approve the proposal from Lucas Jeanne Events to install Festoon/café lighting at the Clubhouse patio, including a timer as well as an on/off switch, for a total cost \$832.50. (5/0)
- N. **Homewise** – No action was taken.
- O. **Punch List Items** – No action was taken.
- P. **Outstanding Items – Discussion** – No action was taken.
- Q. **Architectural Applications** – No action was taken.
- R. **Next Meeting Agenda Requests** – Items to be added to the August agenda: 1) Reserve transfer discussion.
- S. **Communication: Eblast Items** – No action was taken.
- T. **Next Meeting Date** – The next Board of Directors meeting is scheduled for Wednesday, August 23, 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: fitness center etiquette and peak activity, use of fitness center restroom by

ONE FORD ROAD COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
JULY 19, 2017

vendors which is prohibited/notify vendors of appropriate restrooms at Bison pool, unauthorized visitors/transponders not turned off post move out, detailed agendas, and architectural matters.

COMMITTEE REPORTS

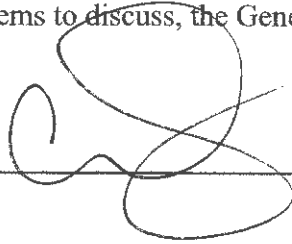
A. Committee Reports --

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

ADJOURNMENT

With no further items to discuss, the General Session meeting was adjourned at 7:30 PM.

ACCEPTED: _____

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

DATE: _____

8/25/17