

STONEGATE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
APRIL 6, 2016
COMMUNITY CLUBHOUSE

The Regular Meeting of the Board of Directors of the Stonegate Homeowners Association was held on Wednesday, April 6, 2016, at the Community Clubhouse. Vice President Heidi Gilia called the Meeting to order at 6:39 p.m.

CALL TO
ORDER

Directors Present: Anita Coyoli
Heidi Gilia
Cynthia Jantzen
Dorothy Prout

Directors Absent: Jeno Gilia

Representing Cardinal: Nancy Vlasak, CMCA, AMS

Others Present: Justin Brandon (Tenant, Pick Up Keys)
Linda Reyes (Villa Park Landscape)
Brian Sarrail

Vice President Heidi Gilia opened the Homeowner Forum.

H/O FORUM

The owner of 12051 Stonegate was present to follow up on a request for stucco repair and painting. The owner was informed that the Board was reviewing projects for the new maintenance contract at this meeting. Cardinal was directed to notify the owner the next day if the work could be scheduled for Friday, April 8.

12051
STONEGATE

Tenant Justin Brandon picked up three keys with approval of the owner of 12104 Stonegate.

12104
STONEGATE

As there were no other homeowners present who wished to address the Board, the Homeowners Forum was closed.

H/O FORUM
CLOSED

Cardinal announced that quorum was not obtained to hold the 2015 Annual Meeting. A Resolution was approved concluding the Board's attempts to achieve quorum after three consecutive attempts for the 2015 Annual Meeting and determining the following current Board members shall remain in office until the 2016 Annual Meeting of the Members or until their successors have been elected: Anita Coyoli, Heidi Gilia, Jeno Gilia, Cynthia Jantzen, and Dorothy Prout. Cardinal was directed to file Resolution in the Resolution book.

ANNUAL
MEETING – NO
QUORUM
RESOLUTION

A brief organizational meeting was held to elect Heidi Gilia as President, Anita Coyoli as Vice President, Jeno Gilia as Treasurer, Cynthia Jantzen as Secretary and Dorothy Prout as Member at Large. Cardinal was directed to update the Association's profile information.

ORGANIZA-
TIONAL

<p>A Hearing was held for the owner with Account #SA-0087-0020-01 for failure to paint the garage door. The owner was not present. A Motion was duly made, seconded, and unanimously carried to approve a \$100.00 fine and request that the work be done within 30 days of the date of the letter or the Association would paint the garage door and assess the owner for the work. Cardinal was directed to notify the owner of the Board's decision.</p>	<p>#SA-0087-0020-01 HEARING - GARAGE DOOR PAINTING</p>
<p>The Directors reviewed the March 2, 2016 Regular Meeting Minutes. A Motion was duly made, seconded, and unanimously carried to approve the March 2, 2016 Regular Meeting Minutes, as submitted.</p>	<p>APPROVAL OF MINUTES</p>
<p>A Motion was duly made, seconded, and unanimously carried to accept the February 2016 Financial Statement as prepared, subject to audit. Cardinal was directed to invite a Morgan Stanley representative to attend the May meeting, when Director Jenö Gilia can attend, and add it to the May Meeting Agenda.</p>	<p>FINANCIAL STATEMENT</p>
<p>A Motion was duly made, seconded, and unanimously carried not to renew the \$50,000.00 CD maturing April 15, 2016 until after the Morgan Stanley representative meets with the Board at the May Meeting. Cardinal was directed to inform Morgan Stanley of the Board's decision.</p>	<p>CD NOT RENEWED</p>
<p>The Directors reviewed the Aging Report. No action was required.</p>	<p>AGING REPORT</p>
<p>The Reserve Study was completed, but was not yet available. Cardinal was directed to add to the May Meeting Agenda.</p>	<p>RESERVE STUDY</p>
<p>The Directors reviewed the current budget and the six-month budget that would be sent in May for the July 1, 2016 through December 31, 2016 period to coincide with the year-end change to December 31. A Motion was duly made, seconded, and unanimously carried to table the budget for approval at the May Meeting.</p>	<p>BUDGET</p>
<p>The Directors discussed the additional hours and equipment required for the remaining root removal at 12139 Stonegate with Linda Reyes of Villa Park Landscape. A Motion was duly made, seconded, and unanimously carried to approve the \$1,180.00 Villa Park Landscape proposal for root removal at 12139 Stonegate. Cardinal was directed to notify Villa Park Landscape of the Board's decision.</p>	<p>LANDSCAPE PROPOSAL – 12139 STONEGATE</p>
<p>The Directors discussed fruit tree removal. Director Coyoli was to contact Orange County Vector Control to evaluate the situation at 12152 Stonegate.</p>	<p>FRUIT TREES</p>
<p>The Directors discussed drains and dumping concerns. Cardinal was directed to view these items on the next site inspection.</p>	<p>DRAINS DUMPING CONCERNS</p>
<p>The Directors discussed the wall of growth where McDonald's was located. Linda Reyes of Villa Park Landscape was directed to provide a proposal for trimming the bougainvillea.</p>	<p>LANDSCAPE TRIMMING</p>

<p>The Directors discussed pool/spa rules signage. A Motion was duly made, seconded, and unanimously carried to table the matter until the May Agenda.</p>	<p>POOL SIGNS</p>
<p>The Directors reviewed the Clubhouse Listing. The Directors discussed furniture options and a new window for the clubhouse. The Directors determined that a blind may work to cover the window and would check to see what they had at home that could work.</p>	<p>CLUBHOUSE</p>
<p>The Directors discussed the acquisition of three new umbrellas to replace broken ones. A motion was duly made, seconded, and unanimously approved to reimburse Director Coyoli for the purchase of three umbrellas at \$34.99 each plus tax for a total cost of \$113.37.</p>	<p>UMBRELLAS</p>
<p>The Directors listened to Director Jantzen’s report on the gas company’s report after the inspection of the fireplace. Director Jantzen was to add the required repairs to the Action List for Director Jenö Gilia to address.</p>	<p>FIREPLACE</p>
<p>The Directors discussed inoperable wall-mounted lights due to faulty wiring that need to be replaced. A Motion was duly made, seconded, and unanimously carried to table the Three Phase Electric proposal for \$695.00 to clarify with Director Jenö Gilia which lights were inoperable as he was present with the electrician. Cardinal was directed to contact Director Jenö Gilia for more information on the proposal.</p>	<p>LIGHTING</p>
<p>The Directors discussed the termite inspection, treatment, and repair project. Jim Turner of Turner Termite will not be continuing the project. The Board reviewed a proposal dated June 18, 2015 submitted by Angelo’s Termite and Construction. The Board directed Cardinal to requests proposals from additional termite and construction vendors.</p>	<p>TERMITE PROJECT</p>
<p>The Directors discussed the Action List and prioritized outstanding maintenance items. A Motion was duly made, seconded, and unanimously carried to deny the fence repair request at 12050 Stonegate. Director Jantzen offered to coordinate with the CPR technician on Friday, April 8, 2016. The Directors determined that abandoned items in the common area could be called in directly to Republic Services along with a parking space number, if applicable. Cardinal was directed to notify the owner of the Board’s decision.</p>	<p>ACTION LIST</p>
<p>The Directors reviewed a pest control proposal submitted by Animal Pest Management. A Motion was duly made, seconded, and unanimously carried to deny the proposal submitted by Animal Pest Management and remain with Newport Exterminating. Cardinal was directed to notify the vendor of the Board’s decision.</p>	<p>PEST CONTROL</p>
<p>The Directors reviewed and discussed correspondence from the owner with Account #SA-0087-0073-01 regarding a balcony repair request. Director Jantzen would coordinate with the CPR technician to view the property and submit a proposal to repair the balcony.</p>	<p>#SA-0087-0073-01 BALCONY REPAIR</p>

The Directors reviewed correspondence from DPA requesting to tow vehicles with old permits and to add address numbers on their garages. Cardinal was directed to instruct DPA to tow vehicles per the post orders of two citations and tow on the third time. Director Jantzen added the garage numbers to the list of projects for consideration.

PARKING

The Directors reviewed and discussed the NFP insurance proposal. A Motion was duly made, seconded, and unanimously carried to approve the NFP Insurance Proposal as follows: Package (\$23,753.00); Crime (\$676.00); Umbrella (\$1,930.00); Directors and Officers (\$1,774.00) and Workers Compensation (\$959.00) for a total cost of \$29,092.00. Cardinal was directed to notify the vendor of the Board's decision prior to the renewal date of April 17, 2016.

INSURANCE
RENEWAL

A Motion was duly made, seconded, and unanimously carried to ratify the JSL Roof Repair Invoice of \$980.00 for roof repair work at 12031 Stonegate.

ROOF REPAIR
12031
STONEGATE
LIGHTING

The Directors reviewed and discussed a lighting proposal. A Motion was duly made, seconded, and unanimously carried to approve the installation of a new HOA-provided flood light at a location to be determined and install new conduit to the new fixture and install a junction box for a total cost of \$595.00. Cardinal was directed to inform the vendor of the Board's decision.

The Directors discussed the newsletter. No action was taken.

NEWSLETTER

The Directors discussed the website set-up and contents. No action was taken.

WEBSITE

The Directors tabled the Administrative section of the agenda to be discussed at the May Meeting.

ADMINISTRATIVE

The next site inspection was to be determined.

NEXT SITE
INSPECTION

The Board reviewed the upcoming classes available at the Cardinal office. No action was required.

BOARD
EDUCATION

The Board reviewed the 2015 Legislative Summary and Case Law Review. No action was required.

LEGISLATIVE
SUMMARY

The next Meeting was scheduled for Wednesday, May 4, 2016, at 6:30 p.m. at the Community Clubhouse.

NEXT MEETING

There being no further business, the Meeting was adjourned at 9:45 p.m.

ADJOURN

Submitted by: Nancy Vlasak, CMCA, AMS

SUBMITTED

Attest:

ATTEST

Heidi Gilia, President

Date

SECRETARY CERTIFICATION

CERTIFY

I, Cynthia Jantzen, the appointed Secretary of the Stonegate Homeowners Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Stonegate Homeowners Association Board of Directors Meeting held on April 6, 2016, as approved by the Board Members in attendance of the Meeting.

Cynthia Jantzen, Secretary

Date