

STONEGATE HOMEOWNERS ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 1, 2017
COMMUNITY CLUBHOUSE

The Regular Meeting of the Board of Directors of the Stonegate Homeowners Association was held on Wednesday, November 1, 2017, at the Community Clubhouse. President Heidi Gilia called the Meeting to order at 6:31 p.m.

CALL TO
ORDER

Directors Present: Anita Coyoli
Heidi Gilia
Jeno Gilia
Cynthia Jantzen
Dorothy Prout

Directors Absent: None

Representing Cardinal: Theresa Hirschman, CMCA, AMS, PCAM
Farrah Esquer, President Cardinal Property Mgmt.

Others Present: Belinda Robinson

Farrah Esquer, President of Cardinal Property Management, was present to discuss any concerns the Board members had. The Board advised they had no complaints at this time and were pleased with how the Association was being managed.

CPM PRES.

The scheduled Hearing was held for the owner of account #SA-0087-0026-02 for failure to repair/replace the damaged window blinds. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to advise the owner of the Hearing results.

HEARING
ACCOUNT #
SA-0087-0026-02

The scheduled Hearing was held for the owner of account #SA-0087-0026-02 for failure to remove the dead potted palm tree in front of the unit. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to advise the owner of the Hearing results.

HEARING
ACCOUNT #
SA-0087-0026-02

The scheduled Hearing was held for the owner of account #SA-0087-0111-02 for failure to repaint the front screen door. The owner was not present. As the violation had been corrected, a Motion was duly made, seconded, and unanimously carried to close the violation. Cardinal was directed to advise the owner of the Hearing results.

HEARING
ACCOUNT #
SA-0087-0111-02

It was noted there were no pending proposals from Villa Park Landscape. Cardinal was directed to issue a work order to Villa Park Landscape to check the irrigation on both sides of the front door at 12135 Stonegate Lane.

VILLA
PARK
LANDSCAPE

President H. Gilia opened the Homeowner Forum.

H/O FORUM

The owner of 12099 Stonegate Lane was present to report the spa was cold off and on over the last 3 to 4 weeks. Cardinal was directed to contact the pool company regarding this and the Board advised the owner that a new spa heater had been previously approved.

12099
STONEGATE
LANE

There was general discussion regarding guests and underage swimmers using the pool and the Association's Pool Rules. No action was required.

POOL RULES
DISCUSSION

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

H/O FORUM
CLOSED

A Motion was duly made, seconded, and unanimously carried to approve the October 4, 2017 Regular Meeting Minutes, as written.

APPROVAL OF
MINUTES

A Motion was duly made, seconded, and unanimously carried to accept the September 2017 Financial Statement as prepared, subject to audit.

FINANCIAL
REVIEW

The Directors reviewed the current Aging Report. No action was taken.

AGING REPORT

The Directors reviewed the architectural application submitted by the owner of 12078 Stonegate Lane for installation of a new garage door. A Motion was duly made, seconded, and unanimously carried to approve the architectural application as submitted. Cardinal was directed to advise the owner of the Board's decision.

ARCH. COMM.
ARCH. APP.
12078 STONE-
GATE LANE

The Directors reviewed the architectural application submitted by the owner of 12083 Stonegate Lane for installation of new windows. A Motion was duly made, seconded, and unanimously carried to approve the architectural application as submitted. Cardinal was directed to advise the owner of the Board's decision.

ARCH. COMM.
ARCH. APP.
12083 STONE-
GATE LANE

Cardinal was directed to mail architectural applications to Director Jantzen when there was no scheduled Meeting the next month.

ARCH. APP.
PROCESS

The Directors reviewed the revised proposal from 1 Stop Pool Pros to provide pool and spa maintenance services. It was noted that Cal Sparkle had declined to bid and there was no response from Deckside Pool Service. As only one proposal had been received Cardinal was requested to obtain additional proposals for pool and spa maintenance to include cleaning of the pool deck at least once per month. Additionally, Cardinal was requested to send an email to the current pool company advising that the only owners in attendance at the last Meeting were there to complain about the pool and spa, and that the Board would like them to be proactive when maintenance items were needed, such as broken or missing tiles, provide proposals for repair, and request that they provide a cost to clean the pool deck at least once per month.

POOL/SPA
MAINTENANCE
PROPOSALS

Director Jantzen agreed to purchase blue tape to be used by parties renting the clubhouse, and would submit her receipt for reimbursement.

CLUBHOUSE

It was noted that JSL Roofing had not completed ASN compliance. Director J. Gilia agreed to contact JSL Roofing.

JSL ROOFING

A Motion was duly made, seconded, and unanimously carried to approve the proposals from Sierra Termite for the termite damage repair at 12046 to 12062 Stonegate Lane at a total cost of \$8,633.00, 12060 Stonegate Lane additional work separate from the original proposal, at a total cost of \$2,130.00, 12064 to 12080 Stonegate Lane at a total cost of \$4,544.00, and 12082 to 12094 Stonegate Lane, at a total cost of \$6,100.00. The costs were to be charged to reserves. Cardinal was directed to advise Sierra Termite and the affected owners of the Board's decision.

SIERRA
TERMITE

Discussion on the bulletin board renovation was tabled to the next Meeting. Director Jantzen volunteered to look into what was available and report to the Board. Cardinal was directed to email a copy of the revised Clubhouse Rules to Director Jantzen.

BULLETIN
BOARD

The Directors discussed the Association lights and the need for installation of two lights on the garages for 12047 to 12063 Stonegate Lane. Cardinal was requested to obtain proposals for the installation of two lights on the garages for 12047 to 12063 Stonegate Lane, and to advise all bidders to contact Director J. Gilia for the exact locations of the lights and other specifications. A Motion was duly made, seconded, and unanimously carried to authorize Director J. Gilia to approve a proposal for installation of two lights on the garages for 12047 to 12063 Stonegate Lane.

ASSOCIATION
LIGHTS

A Motion was duly made, seconded, and unanimously carried to approve proposal #19708 from CPR Construction to complete garage fascia wood repairs in the rear patio area at 12053 Stonegate Lane, at a total cost of \$621.00. The cost was to be charged to reserves. Cardinal was directed to advise CPR Construction and the unit owner of the Board's decision.

CPR PROPOSAL
12053
STONEGATE
LANE

A Motion was duly made, seconded, and unanimously carried to authorize Theresa Hirschman of Cardinal Property Management to approve the proposal from CPR Construction, when received, for front balcony deck repairs at 12091 Stonegate Lane. The cost was to be charged to reserves.

CPR PROPOSAL
12091 STONE-
GATE LANE

The Directors reviewed the correspondence from the owner of 12122 Stonegate Lane regarding a neighbor issue and installation of a camera. Cardinal was directed to advise the owner the Board had reviewed their correspondence and if the owner wanted to install a camera they needed to submit an architectural application. Cardinal was also directed to advise the owner the neighbor issue would be addressed appropriately.

H/O CORRES.
12122
STONEGATE
LANE

The Directors discussed newsletter topics. Cardinal was directed to include articles regarding the following topics in the December and January newsletters: January Meeting

NEWSLETTER

Date; No December Meeting; Halloween Decorating Winners; Holiday Party – December 13, 2017 at 6:00 p.m., food would be provided, and all owners and renters were invited; Reminder - the clubhouse was available to rent, and had been upgraded with new furniture and was painted, interested parties could contact Director Jantzen for more information; Reminder – holiday decorations need to be removed no later than January 4, 2018; Trash Day – owners need to be reminded that on trash day, any contractors with large trucks need to make sure they were not blocking access to trash cans; large item pick-up information; suggestions for newsletter topics; Reminder – With the rainy season approaching it was suggested that the owners clean their rain gutters and downspouts, as owners were responsible for cleaning of their rain gutters and downspouts on their residence; and Holiday Decorating Contests to be held, 1st, 2nd, and 3rd place prizes to be awarded for each contest; Holiday Decorating contest winners; the Third Calling of the Annual Meeting, and the articles regarding fruit-bearing trees.

NEWSLETTER
CONTINUED

The Directors reviewed the updated Community Project List. No action was required.

COMM.
PROJECT LIST

The next site inspection was scheduled for Friday, November 17, 2017 at 8:30 a.m.

SITE INSP.

It was announced that quorum had not been achieved to conduct the Annual Meeting. Therefore, the Third Calling of the Annual Meeting was scheduled for January 3, 2018 in the Community Clubhouse, at 6:30 p.m. Cardinal was directed to include the Annual Meeting No Quorum Resolution on the January 2018 agenda.

ANNUAL
MEETING

The next Regular Board Meeting and the Third Calling of the Annual Meeting were scheduled to be held on Wednesday, January 3, 2018, at 6:30 p.m. at the Community Clubhouse.

NEXT
MEETING

There being no further business, the Meeting was adjourned at 7:29 p.m.

ADJOURN

Submitted by: Theresa Hirschman, CMCA, AMS, PCAM, Senior Account Manager

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 November 1, 2017, as approved by the Board Members in attendance of the Meeting.

Cynthia Jantzen, Secretary

Date

DRAFT