

STONELAKE MASTER ASSOCIATION  
OPEN SESSION BOARD OF DIRECTORS MEETING  
Tuesday, July 11, 2017 at 7:00 PM  
Stonelake Club, 3000 Riparian Drive, Elk Grove, 95757

MINUTES

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**DIRECTORS PRESENT**

Douglas Gessell, President  
Jason Stelling, Vice President  
Alison Aleman, Secretary  
Shirley Ng, Director

**DIRECTORS ABSENT**

Open Position, Treasurer

**FIRSTSERVICE RESIDENTIAL MANAGEMENT**

Jacqueline Gomez, CMCA®, AMS® - General Manager  
Janelle Rodriguez, Activities & Events Coordinator  
Rikki Richter, District Manager CMCA®, CCAM®

**I. CALL TO ORDER**

The Open Session meeting was called to order by President, Doug Gessell at 7:36 PM

**II. ANNOUNCEMENT – EXECUTIVE SESSION MEETING**

In accordance with Civil Code Section 4935(a) the board met in Executive Session immediately prior the Regular Session meeting in order to discuss legal items, matters relating to the formation of contracts with third parties, member discipline and member delinquency as specified in Civil Code.

The following violations were issued this past month.

Architectural Modification-Not Approved 2  
Architectural Modification-Not Within  
Architectural Guidelines 1  
Fence/Gate-Paint 9  
Fence/Gate-Repair 13  
Garage-Door 2  
Inappropriate Behavior-Misconduct 2  
Landscaping-Cut/Mow Lawn 7  
Landscaping-General Maintenance 52  
Landscaping-Mulch Landscape 4  
Landscaping-Remove Weeds 3  
Landscaping-Replace Dead Landscaping 1

Landscaping-Replace Tree 1  
Miscellaneous Items-Remove from View 3  
Nuisance-Excessive Noise 1  
Paint-Clean and Paint 5  
Portable Basketball Backboard-Conceal from  
View 3  
Trash-Improper Storage 7  
Trash-Not Put Away 3  
Vehicles-Recreational Vehicle 1  
Vehicles-Remove Disabled Vehicle 1  
**Total: 121**

**III. COMMITTEE UPDATE & INVITED GUESTS**

**A. Architectural Committee**

Committee Members may report and present information to the Board at this time. Any action items from the Committee meetings have been added as an agenda item under New or Unfinished Business.

Management requested the Board meet with the Architectural Committee to have a face to face meeting in order to make sure both parties are on the same page with items such as storm doors,

lighting, painting, etc. The Board requested to meet with the Committee 30 minutes prior to their August 1<sup>st</sup> ACC Meeting. Management will follow up.

**B. Safety Committee**

Committee Chair Aaron Imura was present to provide the Board an update regarding the latest Committee Meetings. Management will work with the Committee to obtain proposals for a not to exceed monthly of \$7500 for security patrol services. The Board requested the Committee meet early on 8/2/17 to meet with Legal regarding some of their questions. Management will follow up with a 6:00 p.m. start time and HOA Legal's availability.

*ACTION: Board review & file*

**IV. REPORTS**

**A. Work Order Report**

Management provided a list of open and closed work orders for Board review.

*ACTION: Board review & file*

**B. Manager's Report**

Management provided the Board a written and verbal report with updates regarding vendors, Community Event recaps, Enforcement, Community Classes, pending proposals and upcoming projects.

*ACTION: Board review & file*

**C. Owner Correspondences**

None at this time.

**V. OPEN FORUM**

*In accordance with California Civil Code Section 4920(a), the Association must post or distribute the agenda for Regular Session Meetings no fewer than four (4) days prior to a Regular Session Meeting. During Homeowner Forum, items not included on the agenda that are raised by homeowners may be briefly responded to by the Board/Management; however, no action may occur with respect to that item unless it is deemed an emergency by the Board of Directors and developed after the agenda was posted and/or distributed. The Board of Directors may refer informational matters and direct administrative tasks to Management and/or contractors. Each homeowner will be given three (3) to five (5) minutes to speak in accordance with the Open Meeting Act, California Civil Code Section 4925(b), or a total of twenty (20) minutes will be granted for all to address the Board of Directors regarding items of interest or concern.*

*ACTION: No homeowners present for Open Forum.*

**VI. CONSENT CALENDAR**

**A. Approval of Minutes – June 2017**

RESOLUTION: That the Board approve the June 13, 2017 Open Session Board Meeting Minutes.

**B. Lien Approval**

RESOLUTION: Per the provided resolution dated January 30, 2017, Management is requesting authorization to place liens on the following accounts should the delinquent assessments not be paid within the time period established in the intent to lien letter.

Account Number	Total Amount Due
0065-01	\$440.73
0539-02	\$233.64
0785-01	\$149.37
0546-01	\$1,588.12
1079-03	\$352.14

MOTION: Doug Gessell

SECOND: Alison Aleman

RESOLUTION: That the Board approve Consent Calendar items A-B.

VOTE: All in favor

**VII. UNFINISHED BUSINESS**

**A. Board Member Resignation – Bob Wilson**

Unfortunately, for health purposes, Board Member Bob Wilson has submitted his resignation.

MOTION: Jason Stelling

SECOND: Doug Gessell

RESOLUTION: That the Board accept Bob Wilson's resignation and directs Management to continue to advertise the open position. Management has placed a deadline of 7/31/17 to have candidate forms submitted in order to be reviewed at the August Board Meeting. The Board also requested Management send a card/letter with a plant to Bob, with a not to exceed of \$25.00.

VOTE: All in favor

**B. Storm Doors**

Board Member Shirley Ng requested this item be revisited. Management advised they have communicated the requests to the ACC and have advised the Board of the Committee's determination. During the 8/1/17 Meeting of the Board and Committee, this item can be discussed.

**C. ACC Chairman Appointment**

Per the Architectural Committee Charter, the Board is to appoint the Committee Chairman Annually. Committee Members are:

Rich Balding - Current Chair

Ed Ortiz

Sompol Chatusripitak

Steve Hodge

Daniel Tillson-Rodriguez

MOTION: Doug Gessell

SECOND: Alison Aleman

RESOLUTION: That the Board approve to appoint Steve Hodge to the ACC Chair position. The Board requested Management send a Thank You Appreciation letter to Rich Balding for his time served as chair and that they look forward to his continued participation on the Committee.

VOTE: All in favor

**D. Gym Temperature**

Last Board Meeting, Management provided the Board a correspondence from a homeowner regarding the temperature in the gym. Per Board direction, Management contacted other facilities. The following was reported:

- Cal Fit - Laguna: 74-75 depending on weather
- Cal Fit - Bond Road - 75-77
- Glenbrook HOA Active Adult Community: 70
- Natomas Park HOA: 70
- Westlake Condos HOA: 70 in the Summer 75 in the winter

Currently the Stonelake gym is set between 68-70.

*ACTION: The Board reviewed the findings and requested Management follow up with this information with the reporting homeowner.*

**VIII. NEXT MEETING**

The next Board of Directors Open Session meeting will be Tuesday, August 8, 2017 at 7:00 PM at 3000 Riparian Drive, Elk Grove, CA 95757.

**IX. ADJOURNMENT**

President Doug Gessell adjourned the Open Session meeting at 8:32 PM.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_