

STONELAKE MASTER ASSOCIATION
OPEN SESSION BOARD OF DIRECTORS MEETING
Tuesday, October 10, 2017 at 7:00 PM
Stonelake Club, 3000 Riparian Drive, Elk Grove, 95757

MINUTES

DIRECTORS PRESENT

Douglas Gessell, President
Jason Stelling, Vice President
Alison Aleman, Secretary

DIRECTORS ABSENT

Nicole York, Chief Financial Officer
Shirley Ng, Director

FIRSTSERVICE RESIDENTIAL MANAGEMENT

Jacqueline Gomez, CMCA®, AMS® - General Manager
Janelle Rodriguez, Activities & Events Coordinator

I. CALL TO ORDER

The Open Session meeting was called to order by President, Douglas Gessell at 7:11 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, member delinquency and personnel as specified in Civil Code.

III. COMMITTEE UPDATE & INVITED GUESTS

A. Architectural Committee

Committee Members may report and present information to the Board at this time.

B. Safety Awareness Committee

The Committee Chair submitted his resignation. Enclosed in this packet for Board acceptance.

IV. REPORTS

A. Manager's Report

Management provided the Board a written and verbal report with updates regarding the Association's Committees, Reserve Study, Board Planning Request, Annual Election, Enforcement statistics, Community Event Updates, Community Classes, Current Reserve Projects and upcoming Reserve Projects.

The following violations were issued out this past month:

Architectural Modification-Not Approved 9	Nuisance-Other 1
Fence/Gate-Paint 12	Other-Other 7
Fence/Gate-Repair 2	Paint-Clean and Paint 1
Garage-Door 3	Signage-Signage Not Permitted 2
Inappropriate Behavior-Misconduct 2	Trash-Not Put Away 15
Landscaping-General Maintenance 14	<u>Vehicles-Remove Disabled Vehicle 1</u>
Miscellaneous Items-Remove from View 3	Total: 72

ACTION: Board review & file

B. Owner Correspondences

No correspondence for review this month.

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.

Homeowner present discussed the following items:

- Litter in the Community

VI. CONSENT CALENDAR

A. Approval of Minutes – October 2017

RESOLUTION: That the Board approve the October 10, 2017 Open Session Board Meeting Minutes.

B. Lien Approval

RESOLUTION: Per the provided resolution dated August 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
0026-02	159.58
0526-01	159.48
0876-01	166.87

C. Foreclosure Documentation

Per California Civil Code 5705(c), this item serves to document action taken by the board in executive session to involve the association's collection attorney in delinquent account proceedings, which may result in foreclosure action by the association against the properties mentioned below:

APN: 132-0640-023-0000

MOTION: Doug Gessell

SECOND: Jason Stelling

RESOLUTION: That the Board approve Consent Calendar items A-C

VOTE: All in favor

VII. UNFINISHED BUSINESS

A. Committee - Open Seats (ACC & Safety Awareness)

Currently we still have two (2) seats the Safety Awareness Committee and one (1) for the Architectural Committee. Management has been soliciting for additional volunteers to no avail. We are keep this on the Agenda, should anyone attending the meeting want to be appointed.

ACTION: Tabled until volunteers submit applications.

B. Guest Policy Review

Per Board request, the Guest Policy has been placed on the Agenda for review. During the last Open Session, a new Member was concerned why we let outside people into the Facilities.

Current Policy - Each Household is allowed 4 Guests. They are allowed an additional 4 Guests, at \$4 each for a total of 8 Guests.

Member Only days are currently Monday's.

The Board can reduce the number of allowed Guests, or add an additional Member's Only day should a change be desired.

ACTION: Item tabled. Board would like Management to seek feedback from the Membership, 12/12/17 Deadline.

C. Member Request – Rule Review/Consideration

Management has received the provided written request from a Member regarding parking. This item was placed on the last meeting agenda, and the Board Members present wanted it tabled for a full Board discussion.

Vehicles - Member is requesting a maximum requirement of 4 vehicles per home be implemented, due to parking concerns.

ACTION: Board direction Management to follow up with Darren regarding the legalities of this request. A verbal update will be provided at the next meeting. Item closed.

VIII. NEW BUSINESS

A. ACC Appeal – Adams

Homeowner painted without authorization. They submitted for retro-active approval for the painting. After review, the Architectural Committee denied the request as the dark gray garage door does not go with the immediate scheme of the neighborhood.

ACTION: Doug Gessell recused himself, resulting in a tie vote. Item will carry over to next month.

B. Safety Awareness – Chair Resignation

Committee Chair, Aaron Imura submitted his resignation as Committee Chair. He advised he would still be able to be on the Committee, but for personal reasons he is unable to continue as Chair for the time commitment.

MOTION: Doug Gessell

SECOND: Alison Aleman

RESOLUTION: That the Board approve Aaron's resignation and possible appoint Committee Member, Ann-Marie Honor as Chair if she is interested.

VOTE: All in favor

C. Storm Doors

Due to the last vote being inaccurate, this item is being placed back on the Agenda for Board consideration with the full Board present.

Previously the Board requested additional storm door options to be presented. The Architectural Committee provided their options to the Board. Some Board Members would like an option to consider the vented storm doors.

ACTION: Item tabled for full Board Consideration

D. Zumba Class – Thursday

Due to the low participation (1-3 attendees) Management is recommended to cancel the Thursday Zumba class. The Saturday Zumba class is still well attended and recommended we recommend to continue on with that scheduled class.

MOTION: Doug Gessell

SECOND: Jason Stelling

RESOLUTION: That the Board approve to cancel the Thursday Zumba class due to low attendance.

VOTE: All in favor

E. Reserve Study

Civil Code 5550 (a) states the following with regard to reserve studies: At least once every three years, the Board shall cause to be conducted a reasonably competent and diligent visual inspection of the accessible areas of the major components that the Association is obligated to repair, replace, restore, or maintain as part of a study of the reserve account requirements of the common interest development, if the current replacement value of the major components is equal to or greater than one-half of the gross budget of the Association, excluding the Association's reserve account for that

period. The Board shall review this study, or cause it to be reviewed, annually and shall consider and implement necessary adjustments to the Board's analysis of the reserve account requirements as a result of that review. The draft Reserve Study has been provided to the Board in a separate packet.

Also, Management had the highest Pool Deck project proposal plugged into the study to ensure appropriate funding moving forward. Even with the highest bid being plugged in the Association is at 106.2% funded

MOTION: Doug Gessell

SECOND: Jason Stelling

RESOLUTION: That the Board approve accepts the Reserve Study, prepared by Browning Reserve Group, and approves the funding as outlined in the proposed budget (\$14,670 per month).

VOTE: All in favor

F. 2018 Draft Budget – No Increase Proposed

Enclosed is the proposed 2018 draft budget. Also attached is a cover letter highlighting any budget line item increases or items to note.

MOTION: Doug Gessell

SECOND: Jason Stelling

RESOLUTION: That the Board approve the proposed budget as presented, with the monthly per unit assessment at \$64.00.

VOTE: All in favor

IX. NEXT MEETING

The next Board of Directors Open Session meeting will be Tuesday, December 12, 2017 at 7:00 PM at 3000 Riparian Drive, Elk Grove, CA 95757.

X. ADJOURNMENT

Vice President, Jason Stelling adjourned the Open Session meeting at 8:17 PM.

Approved: _____ Date: _____