

**STONEGATE COMMUNITY ASSOCIATION  
11551 E MOUNTAIN VIEW ROAD, SCOTTSDALE, ARIZONA  
BOARD OF DIRECTORS MEETING  
April 25, 2019**

**APPROVED MINUTES**

**Present:** David Allen, President  
Craig Zirbel, Vice President  
Lori Condon, Secretary  
Jim Bissonett, Director  
Gene Evans, Director

**Absent:** Nancy Ford, Treasurer  
Luc Ducrocq, Director

**Staff:** Lora Stacy, Assistant Executive Director/Accounting Manager  
Catherine Bryson, Communications Coordinator

**Also Present:** Tom Schaefer, Finance Committee  
Stonegate Residents

**CALL TO ORDER**

President Allen called the meeting of the Stonegate Community Association Board of Directors to order at 6:05 p.m., noting the presence of a quorum.

President Allen introduced Chris Gingrich, Safeguard's Security Operations Manager, and Ric McGuire, Safeguard's new Patrol and Guard Manager. Mr. McGuire discussed the turnover of employees and inadequate training. He stated he would be making major changes to improve the efficiency at the gate and providing Stonegate the quality of service it expects. He responded to questions and comments from the Board.

President Allen thanked Mr. McGuire and Mr. Gingrich for their attendance.

**MINUTES**

**February 28, 2019, Board Meeting**

Mr. Evans moved the Board approve the February 28, 2019, Board of Directors meeting minutes as presented. Seconded by Mr. Bissonett. The motion passed unanimously.

### **March 21, 2019, Board Meeting**

Mr. Bissonett moved the Board approve the March 21, 2019, Board of Directors meeting minutes as presented. Seconded by Mr. Evans. The motion passed unanimously.

### **March 24, 2019, Election of Officers Meeting**

Mr. Evans moved the Board approve the March 24, 2019 Election of Officers meeting minutes as presented. Seconded by Mr. Bissonett. The motion passed unanimously.

### **TREASURER'S REPORT**

Mr. Schaefer presented the financials to the Board as Ms. Ford, Treasurer, was out of town. Mr. Schaefer stated the Association is in very good shape as of the end of March. SCA had a large front-end spike in income due to property transfers. There are approximately fifteen homes still pending to close as of the end of March. These funds will go to storm damage recovery and the reinstated 24-hour gate service.

Mr. Schaefer reviewed the Association financial statements, as prepared by Association staff, for the period ending March 31, 2019. He advised that he has reviewed the bank statements and they are in order. He responded to questions and comments from the Board members regarding the financials.

Mr. Evans moved the Board accept the Treasurer's report. Seconded by Mr. Bissonett. The motion passed unanimously.

### **ASSISTANT EXECUTIVE DIRECTOR'S REPORT**

Ms. Stacy reported regarding homeowner, Regent Lot 14. A 10-day notice letter was sent dated February 25, 2019; the homeowner is in partial compliance. Ms. Stacy responded to questions and comments regarding this property.

The consensus of the Board is to direct Ms. Stacy to proceed and impose the fines.

Ms. Stacy reported regarding homeowner, Retreat Lot 98. The Association has a receivable for unpaid fines.

The consensus of the Board is to direct Ms. Stacy to send a letter stating access devices will be deactivated if fines are not paid in full within five days, and to send to legal counsel to file a lien.

Ms. Stacy reported regarding homeowner, Heritage Court Lot 1. Property is in foreclosure. Ms. Stacy stated legal counsel is filing a lien on behalf of the Association for past due assessments. The water is turned off at the property. Ms. Stacy is requesting approval to add rock to the burned out turf area to improve the appearance of the property. Estimated cost of material and labor is \$350.

The Board agreed to improve the appearance of the property and advised Ms. Stacy to notify legal counsel to add the additional costs to the lien.

Ms. Stacy provided an update for the 2019 roadway project. She enclosed the bid comparison sheet, which includes reconstruction of the Community Center parking lot, along with crack, patching and sealant repair work in Tamarack, Saddleback, Windcrest, Windemere and Regal. Ms. Stacy stated the Physical Property Committee is recommending Pinnacle Paving as the contractor. The Finance Committee will review the bids at the May meeting.

Mr. Bissonett reported there are oil tracks from Stonegate circle into the subdivisions and questioned the quality of the materials. Ms. Stacy will discuss with the consultant and advise.

Ms. Stacy reported the tennis court fencing is separating from the foundation in several areas. Adams Fence is scheduled to look at the fence and determine what repair work is required. This is covered under warranty.

Ms. Stacy reported rainwater is pooling on tennis courts 2 and 3. Elite Builders will schedule a time to flood the tennis courts to examine drainage.

Ms. Stacy advised that the court reporter, Cheryl Hancey has resigned from Stonegate and she is in the process of finding a replacement. The Board discussed if court reporters are necessary since meetings are recorded by audio and video. President Allen stated possibly Stonegate staff could take the minutes.

The consensus of the Board was to postpone hiring a court reporter at this time.

Ms. Stacy advised that signage has been added to the Retreat and East gates stating the gates are for Residents Only and Vendors and Guests are to use the main gate. The gate closure hours from 1 a.m. - 5 a.m. are also posted.

Ms. Stacy reported the weeds in the turf area between Belcourt and Vintage are being addressed by ongoing treatments. Next year, pre-emergent will be used in these areas.

Secretary Condon stated that Jeff Begnoche, SCA's new Landscape & Maintenance Superintendent is doing an excellent job.

Ms. Stacy stated the Stonegate website is still experiencing random unexplained outages. It appears it may be the hosting provider, but this hasn't been confirmed. Secretary Condon stated the current site is hard to maneuver. Ms. Stacy advised there are funds in the budget for the website redesign and SCA is in the research process.

## **BOARD ACTIONS**

### **Removal of Early Prime Time Hours on Tennis Courts**

Ms. Stacy explained the current prime time hours are 7:30 a.m. until 12:00 noon during the winter and 7:00 a.m. until 11:30 a.m. in the summer.

The Social Recreational Committee proposes:

- Change prime time hours to 9:00 a.m. until 12:00 p.m. during the winter and 8:30 a.m. until 11:30 a.m. during the summer.
- To add “Instruction/Clinics may not be given to non-residents without a Stonegate homeowner present on the court with them”.
- To remove the sentence “The 90-minute prime time play per day applies to the homeowner and their guests”.

President Allen also proposed:

- To add “The homeowner who makes the reservation must be on the court at all times”.

Discussion ensued among the Board members regarding how residents are abusing the system and booking under false pretenses. One homeowner was mentioned and President Allen directed Ms. Stacy to send a letter to this homeowner stating if violations occur with booking tennis court reservations, suspension of tennis privileges will result.

Mr. Evans moved the Board approve the changes to the Tennis Rules as noted. Seconded by Vice President Zirbel. The motion passed unanimously.

### **Architectural Committee Chair**

Ms. Stacy advised an Architectural Committee Chair needed to be appointed. Vice President Zirbel offered to stay on again as Chair this year. A member of the Architectural Committee, Arnie Siegel stated Vice President Zirbel was a great asset to the Committee.

Mr. Evans moved the Board approve appointing Vice President Zirbel as Architectural Committee Chair. Seconded by Mr. Bissonett. The motion passed unanimously.

### **Purchase of Small Commercial Tractor**

Ms. Stacy reported the Physical Property & Finance Committees are recommending the purchase of a Kubota Tractor. Ms. Stacy stated 3 bids are included. The Kubota tractor was the recommendation of Jeff Begnoche, Landscape & Maintenance Supervisor.

Mr. Evans moved the Board approve the purchase of the Kubota Tractor. Seconded by Mr. Bissonett. The motion passed unanimously.

### **Postage Meter Lease Renewal**

Ms. Stacy advised the postage meter lease was up for renewal. Discussion followed and Secretary Condon suggested buying stamps on line. It was discussed this was not adequate when SCA does bulk mailings.

Mr. Evans moved the Board approve the new postage meter lease renewal. Seconded by Vice President Zirbel. The motion passed unanimously.

### **COMMITTEE REPORTS**

President Allen noted the Committee reports were included in the Board packet for Board members review and comment.

### **NEW BUSINESS**

President Allen asked questions from Ms. Stacy regarding the Stonegate Employee Manual. President Allen stated the manual needed to be updated. He advised his firm has a labor law department and the manual could be rewritten for approximately \$1,750. President Allen stated there is no conflict of interest since there is no direct compensation to him.

Vice President Zirbel suggested SCA should get a quote from the law firm Stonegate currently uses. President Allen stated it is an HOA law firm and they may not deal with labor law. Ms. Stacy will contact the HOA law firm for an estimate.

Mr. Evans advised SCA should add additional lights on the Pickleball courts.

Mr. Evans stated SCA should research putting reflectors on the curbs at all the entrances, for safety purposes.

### **ADJOURNMENT**

Mr. Evans moved the Board adjourn the meeting at approximately 7:30 p.m. Seconded by Mr. Bissonett. The motion passed unanimously.