



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
December 5, 2018
The Oaks at Springfield, Rocklin, CA

I. CALL TO ORDER: The meeting was called to order at 6:03 P.M. at 2801 Springfield Drive, Rocklin, CA, The Oaks, by Vice-President Jones.

Agendas were posted no less than four days prior to the meeting at the Hillcrest Pool bulletin board. Additional postings on the Association's website and the Gables at Springfield.

DIRECTORS PRESENT:

Board Members Present/Absent:	Natalie Trost	President	<i>Absent</i>
	Bob Jones	Vice-President	<i>Present</i>
	Richard Campbell	CFO	<i>Present</i>
	Rosalie Hayman	Secretary	<i>Present</i>
	Rick Jordan	Director	<i>Present</i>

The Management Trust: Melissa Bell, CAMEx | CCAM – Executive Manager
Mikki Cooper- Assistant Manager (*via FaceTime*)

Legal Council Mr. Deon Stein – Attorney of the Association

II. APPROVAL OF MINUTES:

Motion to approve the November 7, 2018 meeting minutes as submitted. Motion carried, Resolved 4-0

III. EXECUTIVE MEETING SUMMARY: The following items were briefly discussed with the Board and the members in attendance:

- A. Executive Session Summary – December 3, 2018:** The Board met in Executive Session following Regular Session and the following items were discussed:
 - i. **Compliance:** (1) *Landscaping*
 - ii. **Private Matters:**
 - iii. **Legal:**

IV. COMMITTEE REPORTS:

- A. Architectural Review Committee:** *The Committee did not meet in December, next meeting will be held on January 16, 2019.*
- B. Finance Committee:** *The Committee did not meet in December, next meeting will be held on January 31, 2019.*
 - 1. **Approval of Finance Policy – Morgan Stanley:** Management was directed to send out the policy for a 30-day member review and attached to the newsletter.

V. FINANCIAL REPORT



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- A. **Treasurers Report:** CFO, Richard Campbell provided a summary on the association's financials dated October 31, 2018. Total operating balance \$286,186.30, total reserve balance \$4,770,127.52. Year to date net income \$(33,823.04). There are 99 accounts on the delinquency report with \$61,067.77 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. **Reserve Expense Authorizations:** The following reserve expenditures were approved for funding transfers: Total Reserves for November = \$2,813.42
- *A&D Gates = \$1,308.42*
 - *BLM Landscaping = \$1,505.00*
- C. **Lien Resolution:** *In accordance to Civil Code §5740 the Board of Directors hereby authorizes and instructs the Association's collection service to record a lien in the full amount of unpaid assessments, late charges, interest, and collection fees and costs against that property owned by the member(s) listed on the association's delinquency report dated October 31, 2018 and who are, or become, delinquent in their assessments beyond 60 days. This authorization shall only apply to those members who have been properly noticed of their delinquent assessment and of their rights as delinquent members in accordance to Civil Code §5740.*

The Board authorizes any director to sign and date any and all lien authorization forms as may be required for those delinquent members so noted in the attached delinquency report identified by their association account number. The report will be attached hereto the association's minutes. Resolved 4-0, motion passed

VI. NEW BUSINESS:

- A. **Request for ARC Variance/Patio Cover Setback:**
- 1) **U34 L1138:** Appeal to construct the patio cover with a 7'-5" setback in place of the required 10'-0" setback. ARC recommends approval. *Motion to approve the variance for proposed setback. Resolved 4-0, motion carried.*
- B. **Broadband Agreement:** Management to invite vendor to a future meeting.

VII. OLD BUSINESS:

- A. **2019 Annual Calendar - Finalization:** One suggestion to be added for JAN-FEB, Fire Prevention.
- B. **Approval of Rules:** The following rules: • Vehicle Gate Remote Access Policy • Drone Use Rules • Clothesline Rule • Election Rules were confirmed as adopted. The rule for Smoking and Marijuana Cultivation will be submitted to the association's attorney for a legal opinion. *This item will be tabled.*



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VIII. OPEN FORUM:

A. *Springfield sidewalks -- maintenance responsibility*

IX. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:08 p.m. and reconvened to Executive Session.

Respectfully Submitted and Prepared by:

Melissa Bell, CAMEx | CCAM®



The Management Trust

I do hereby certify that the foregoing is a true and correct copy of the Minutes of the Whitney Oaks Board of Directors Meeting held on December 5, 2018 as approved by the Board Members in attendance of a duly noticed Board meeting.

Rosalie J. Hay

Signature

1/2/19

Date