



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BUSINESS MEETING MINUTES

January 8, 2014 - 6:30 p.m.
The Oaks, Rocklin, CA

I. CALL TO ORDER: The meeting was called to order at 6:30 P.M. by Board President Bob Jones.

DIRECTORS PRESENT: The following Board Members were present as well as approximately ten other Homeowners. Agendas were posted at least four days prior to the meeting at The Gables and at the Hillcrest Pool bulletin board.

Bob Jones	President	
Eva McLain	Vice President	Absent
Rick Jordon	CFO	
Sharon Theofelis	Secretary	
Bonnie Laderman	Director	

ALSO PRESENT: Julia Plummer, Association Manager, Tiffany Lynch, and Vicky Langer, The Management Trust Kocal Division.

II. APPROVAL OF MINUTES:

A. December 4, 2013 Business Meeting: A motion was made and seconded (Sharon Theofelis/Bonnie Laderman) to approve the minutes of the December 4, 2013 Board of Directors Meeting as submitted. The motion was unanimously adopted.

III. EXECUTIVE SESSION(S): An Executive Session Board Meetings was held on December 4, 2013 to discuss litigation and collections issue. An Executive Session Board Meeting was also held on January 6, 2013 to discuss a collections issue.

IV. MANAGER'S REPORT: Vicky Langer, Association Manager, reviewed her written report and logs with the Board and the members present. The following items were highlighted:

- ❖ The transition from one manager to another is going well.
- ❖ Various meeting rooms for Board Executive, Board Business and Committee Meetings that are scheduled to be held in 2014 have been reserved. Meeting calendars were distributed.

- ❖ Next Wednesday, January 15th, is the Town Hall Meeting on the proposed restated governing documents.
- ❖ Bids for the 3-year reserve study with site visit are being solicited.
- ❖ 2014 goals and mission statements will be discussed at the February Board Meeting.
- ❖ A complaint was received about the paint at Gate #20. Specifications are being prepared and bids are being solicited for gate painting which is on the reserve study/schedule for 2014.

V. **COMMITTEE REPORTS:**

- A. **Architectural Review Committee:** Bonnie Laderman from the ARC committee was present and provided a verbal report of committee happenings. Various requests were approved at the December committee meeting.
- B. **Finance Committee:** Rick Jordan gave a verbal report highlighting that the Association is under budget year to date (through November 30th) by approximately \$14,000. The committee will be meeting with the Association's investment advisors at its January 24th meeting.
- C. **Landscape Committee:** The Landscape Committee met on December 11th. No report was given.

VI. **FINANCIAL REPORT:**

- A. **Treasurers Report:** Rick Jordan reviewed and provided all present with a verbal financial report of the November month-end financials.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Rick Jordan/Sharon Theofelis) to approve the Reserve Expense Authorization for the red curb painting, pool light, and various gate equipment replacement. The motion was unanimously adopted.
- C. **Lien Resolution:** A motion was made and seconded (Rick Jordan/Sharon Theofelis) to adopt the following resolution. The motion was unanimously adopted.

In accordance to Civil Code 1367.1 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 November, 2013 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 1367.1. The Board further authorizes any director to sign and date any and all lien authorization forms as may be required for those delinquent members so noted in these minutes (attached) as identified by their association account numbers.

- D. Bank Statements:** After reviewing the bank statements for the month ending 11/30/13, a motion was made, seconded (Bonnie Laderman/Bob Jones), and unanimously adopted to approve them.
- E. Delinquencies:** The Board was provided with information about delinquencies (having received a copy of the AR report in their Board packets) and Vicky provided a verbal explanation/breakdown to all in attendance. The total amount of accounts receivable due to delinquencies was reduced by approximately \$36,000 in 2013.

VII. OLD BUSINESS:

- A. None.**

VIII. NEW BUSINESS:

- A. 2014 Committee Rosters:** The Board reviewed proposed committee rosters. A motion was made to by a motion by Sharon Theofelis, seconded by Bonnie Laderman and unanimously adopted to appoint the following committees:

Architectural Committee

Bonnie Laderman – Chair
Bob Sackerson
Carol Tomlin
Paul Marcillac

Landscape Committee

Reinhold Gedeit, Chair
Diane Castle
Jim Cheap
Melanie Cook
Bryon Schrum
Carla Wolfe

Finance Committee

Bill Jarrett, Chair
Don Biddle
Bill Twelker
Bill Erickson

- B. Business & Professional Code Disclosure:** The Board reviewed a disclosure from The Management Trust regarding the status of Vicky Langer's certification. A motion was made and seconded (Sharon Theofelis/Bonnie Laderman) to approve the disclosure. The motion was unanimously adopted.

- C. **Consent to Hold Emergency Meetings:** A motion was made, seconded, and unanimously approved to adopt the following resolution consenting to hold emergency electronic (email) meetings if needed this year:

RESOLVED, that this resolution shall stand as the collective written consent as required under Civil Code 1363.05 to allow an emergency meeting via electronic transmission (email) for the 2014 calendar year. Also, be it further resolved, that action by the Board of Directors via electronic transmission shall be approved only by a unanimous vote of the Directors.

- D. **Open Space Management Report:** The Board reviewed a report by Gibson & Skordal, LLC, Wetland Consultants, regarding monitoring of the open space areas. The report stated that the consultants inspected the open space areas twice in 2013 and that no violations or concerns were noted.
- E. **Request for Speed Limit Signs at Gate Exits:** A motion was made by Bonnie Laderman to consider putting in signs inside the gates warning of the speed limit on Park and Crest, outside of the gates. The motion failed for lack of a second. Therefore no action was taken to approve the request.
- F. **2014 Grazing Proposal:** The Board discussed the proposed grazing proposal by Leland Hazeltine. No other proposals were reviewed because the Board determined that this contractor is the only grazing vendor in the proximity of the community who has the size of livestock needed for this community and who is as familiar with the Association. A motion was made and seconded (Bonnie Laderman/Sharon Theofelis) to approve the proposal. The motion was unanimously adopted.

IX. CORRESPONDENCE

The Board reviewed the correspondence listed on the Agenda. The following action was taken:

- A. **Request for Parking Variance – 3701 Abby Ct.:** A motion was made and seconded (Bonnie Laderman/Rick Jordan) to deny a Homeowner's request for a 6 month parking variance. The motion was unanimously adopted.
- B. **Request for Board Intervention re: Neighborhood Smoke – Unit 39:** The Board discussed a request from a Homeowner that the Association adopt restrictions banning smoking in backyards/patios and/or nuisance smoke from a neighbor's fireplace. A motion was made and seconded (Rick Jordan/Sharon Theofelis) to get input from the Association's Attorney on the matter as recommended by management. The motion was unanimously adopted.
- C. **Request for Access to All Communities via Remote:** Temporary gate codes are given to Realtors upon request. The Board reviewed a request from a Homeowner who is also a Realtor asking for a remote that would

open all gates within the community. After a discussion, a motion was made and seconded not to approve the request (Sharon /Bonnie). The motion was unanimously adopted.

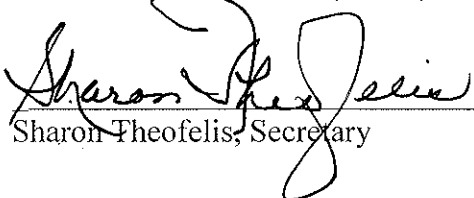
X. **HOMEOWNER FORUM:** The following items were brought to the attention of the Board under this portion of the Agenda:

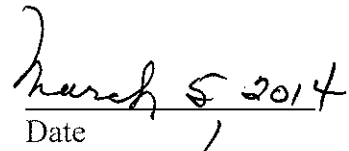
- **Committee Reports and Attendance at Meetings:** An owner requested that committee Chairpersons be asked to provide reports for Board Meetings, either in person or in writing.
- **Speed Bump Placement:** Doc Dochtermann (4509 Pheasant Lane) distributed photos and a written packet to board members and asked the Board to reconsider the placement of the two new speed bumps on Pheasant Lane and put the item on a future Agenda. One of them can be seen from his living room. Another Homeowner also expressed displeasure with the placement and with having the bumps installed at all. After much discussion and input from several Homeowners, the consensus of the Board was that satisfying all parties was impossible in this situation. The Homeowner may request Internal Dispute Resolution.
- **Neighborhood Names:** Ken Morrow (3844 Coldwater Drive) suggested that Unit 39 and 44 be renamed to improve the image. These areas actually already have other names.
- **Grazing Timing:** Orley Anderson (4554 Scenic Drive) suggested that the timing of the grazing be coordinated better so that owners need to do less weed whacking. He urged that the grazing be done early and the second pass be done with less time between the two passes. It is difficult to predict the weather patterns and the Association must work with the contractor's schedule. Additionally it takes the sheep and goats a significant amount of time to graze through the entire 234 acres.

XI. **ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 7:45 P.M.

The next Board of Director's business meeting will be the on February 5, 2014 at 6:30 p.m. at the Oaks in Springfield: 2801 Springfield Blvd., Rocklin, CA.

I, Sharon Theofelis, the Secretary of the Whitney Oaks Homeowners Association, 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 January 8, 2014 as approved by the Board Members in attendance of a duly noticed Board meeting.


Sharon Theofelis, Secretary


Date

Whitney Oaks Community Association

Acct #	Type	Acct #	Type	Acct #	Type
650239	Compliance	650239	Compliance	468644	Owner
592384	Compliance	592384	Compliance	468454	Owner
760575	Owner	760575	Owner	467969	Owner
777163	Owner	777163	Owner	467978	Owner
467932	Owner	467932	Owner	467624	Owner
468121	Owner	468121	Owner	467716	Owner
468447	Owner	468447	Owner	466969	Owner
467839	Owner	467839	Owner	667921	Owner
467907	Owner	467907	Owner	644761	Owner
468512	Owner	468512	Owner	468037	Owner
758478	Owner	758478	Owner	468201	Owner
467581	Owner	467581	Owner	467111	Owner
650261	Compliance	650261	Compliance	467178	Owner
661827	Compliance	661827	Compliance	467849	Owner
593479	Compliance	593479	Compliance	654095	Owner
737626	Compliance	737626	Compliance	467665	Owner
747574	Compliance	747574	Compliance	468559	Owner
650223	Compliance	650223	Compliance	467820	Owner
661815	Compliance	661815	Compliance	467780	Owner
661829	Compliance	661829	Compliance	467785	Owner
661843	Compliance	661843	Compliance	467992	Owner
650188	Compliance	650188	Compliance	468258	Owner
652688	Compliance	652688	Compliance	468366	Owner
637257	Compliance	637257	Compliance	467730	Owner
611791	Compliance	611791	Compliance	466703	Owner
650175	Compliance	650175	Compliance	466861	Owner
778974	Owner	778974	Owner	752946	Owner
467628	Owner	467628	Owner	765368	Owner
760573	Owner	760573	Owner	699426	Owner
588028	Owner	588028	Owner	771837	Owner
468720	Owner	468720	Owner	646921	Owner
468465	Owner	468465	Owner	468125	Owner
701157	Owner	701157	Owner	468099	Owner
630019	Owner	630019	Owner	468038	Owner
468063	Owner	468063	Owner	468051	Owner
468385	Owner	468385	Owner	467856	Owner
468254	Owner	468254	Owner	468709	Owner
620615	Owner	620615	Owner	632357	Owner
640898	Owner	640898	Owner	596206	Owner
468395	Owner	468395	Owner	468610	Owner
735329	Owner	735329	Owner	468514	Owner
468630	Owner	468630	Owner	467840	Owner
468634	Owner	468634	Owner	467810	Owner