



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION BUSINESS MEETING MINUTES October 2, 2013, 2013 - 6:30 p.m. The Oaks, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:30 p.m.

**ROLL CALL:**

a. **DIRECTORS PRESENT:**

Rick Jordan	President
Stan Laderman	Vice President
Bob Jones	CFO/Secretary
Sharon Theofelis	Director
Eva McLain	Director

b. **ALSO PRESENT:** Julia Plummer, Association Manager, The Management Trust Kocal Division.

II. **APPROVAL OF MINUTES:**

a. **September 4, 2013 Business Meeting:** Upon a motion duly made and seconded (Eva McLain/Bob Jones) and unanimously carried, the minutes of the September 4m 2013 meeting were approved with one correction (mist changed to most in the Manager's report).

III. **EXECUTIVE SESSION REPORT:** Julia Plummer, Association Manager, reported the following: At the executive session on September 9th, the Board of Directors discussed an IDR, visited homeowner payment plans, conducted homeowner hearings, and attended to legal matters related to delinquencies.

IV. **MANAGER'S REPORT:** Julia Plummer, Association Manager gave an update to all in attendance of the current activities of the association as follows:

- The Board and Finance Committee met in a duly noticed meeting on September 20th at the Gables to work on the 2014 draft budget.
- At their July meeting the Board approved to spend approximately \$10k on adding 3 picnic benches and BBQ areas to the grass area by the Hillcrest Pool. The picnic benches have been installed and we're waiting for the stands for the BBQ's. As soon as they're received the BBQs will be installed.
- There are four candidates running for the Board of Directors: Meet the Candidates night is next Wednesday at 6:30 p.m. at the Gables – everyone

is encouraged to come to ask questions of the candidates and hear their statements.

- Also, we need volunteers to count ballots for the annual election. If you're interested, please let me know and I'll forward your contact information to the Inspector of Elections.
- One of our homeowners who is a landscape architect has come up with some amazing new landscape plans for the community gates as well as the Black Oak Pool. We'll be getting proposals now for the Board to review at their next meeting, and we'll begin enhancements soon.
- The Whitney Oaks Annual Meeting will be held on November 13th at 6:00 p.m. at the Gables. As always, we'll have some terrific items to raffle off so please join us. Operation Cover-Up: 3rd Annual Coat & Blanket Drive. We'll be collecting coats and blankets at the annual meeting.
- The trellis at the Hillcrest Pool will be replaced on the week of October 21st.
- Weather permitting; on Wednesday, October 9th, 2013 most streets within the Whitney Oaks Community (Springfield included) will be swept between the hours of 9:00 a.m. and 3:00 p.m. This does not include streets that have been resurfaced during the 2013 asphalt project. In order for the street sweepers to sweep all streets thoroughly, please do not park on the street and remove all other obstacles from the street during the street sweeping.
- Road Closure: Park Drive to be Closed: The Bridge that spans over Park Drive just before Crest will be painted in October, and while it's being painted Park Drive at the bridge will be closed. There will be short detours through the Springfield Community at Springfield drive and Newland Heights. Please plan extra time for traveling and remember, for the safety of all, to drive slowly throughout the detour and community.

#### V. COMMITTEE REPORTS:

- a. **Architectural Review Committee:** Bonnie Laderman from the ARC committee was present and provided a verbal report of committee happenings.
- b. **Finance Committee:** There was not a representative of the Finance Committee present to give a report.
- c. **Landscape Committee:** There was not a representative of the Landscape Committee present to give a report.

#### VI. FINANCIAL REPORT:

- a. **Treasurers Report:** Bob Jones reviewed and provided all present with a verbal/thorough financial report of the August month-end financials.
- b. **Reserve Expense Authorizations:** Upon a motion duly made and seconded (Eva McLain/Sharon Theofelis) and unanimously carried, the Board of Directors voted to approve the Reserve Expense Authorization for asphalt work, gate component replacements and tree trimming.

- c. **Delinquencies:** The Board was provided information about delinquencies (having received a copy of the AR report in their Board packets) and Julia Plummer provided a verbal explanation/breakdown to all in attendance.
- i. **Authorization to Lien/Lien Resolution: Lien Resolution:** Upon a motion duly made and seconded (Eva McLain/ Bob Jones) and unanimously approved, the Board of Directors voted to approve all lien requests as submitted.

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 July, 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 as identified by their association account number: 1312490

#### **VII. OLD BUSINESS:**

- a. **Governing Documents Re-Write:** The Board of Directors received the draft of the Governign Documents back from the attorney with all requested changes and upon a motion duly made and seconded (Stan Laderman/Bob Jones) and unanimously carried, the Board scheduled a meeting for Friday, October 11, 2013 at 10:00 a.m. (at the Gables) to review the new draft. Upon a motion duly made and seconded (Stan Laderman/Bob Jones) and unanimously carried, the Board voted that once the draft has been approved by the Board the draft governing documents will be uploaded onto the association website for homeowners to review, hard copies will be mailed to those homeowner who request them, and the Board will schedule a town hall meeting for all homeowners to attend to discuss the proposed new governing documents.
- b. **IDR Discussion:** Stan Laderman and Eva McLain will meet with the homeowner requested the IDR on Monday, October 7, 2013. After the meeting, they will draft a recommendation to the Board of Directors which will be reviewed at their business meeting on October 11, 2013. The Board's determination will then be mailed to the homeowner who requested the IDR.
- c. **Recology Release/Waiver: Pioneer Way:** The Board recieved a waiver/release that Recology's insurance carrier asked be signed prior to issuing payment to have the streets in the Pioneer Way section of Whitney Oaks sealed to cover the oils stains caused by the Recology truck. Upon a motion duly made and seconded (Bob Jones/Eva McLain) and unanimously carried, the Board voted to have Deon Stein, the Association General Counsel, review the release prior to the Board approving it.

#### **VIII. NEW BUSINESS:**

- a. **Basketball Standard Variance:** The Board discussed the basketball standard variance that was approved in 2012 (under the condition that it

was be reviewed annually) that allowed the residents on Live Oak Court to have basketball standards in the court (the Board had received a petition from all homeowners in the neighborhood in support of the variance). Eva McLain motioned, seconded by Sharon Theofelis, to extend the basketball standard variance as approved initially for an additional year. Rick Jordan, Stan Laderman, and Bob Jones opposed and the motioned failed. Upon a motion duly made and seconded (Rick Jordan/Bob Jones) and carried by a vote of 3/2 (Eva McLain and Sharon Theofelis opposed) the Board voted to allow the homeowners on Live Oak Court to have the standards in the street during the day time, and that the standards must be moved out of the street each evening.

- b. **Appointment of Inspector of Elections:** Bea Morrow requested that the Board approve two more people (to assist Mrs. Morrow) as Inspectors of Election. Upon a motion duly made and seconded (Stan Laderman/Sharon Theofelis) and unanimously carried, the Board voted that Terry Baldwin and Susan Boeck will join Bea Morrow as Inspector of Elections for the 2013 annual Election of Directors.
- c. **Weed Abatement:** Upon a motion duly made and seconded (Stan Laderman/Sharon Theofelis) and unanimously carried, the Board voted to using grazing for the 2014 weed abatement/fire prevention program and asked management to get proposals.
- d. **Gates:** The Board discussed that because of frequency of use of some gates the cost to maintain the gates was exorbitant. Therefore, in order to reduce the wear and tear on the gates upon a motion duly made and seconded (Stan Laderman/Bob Jones) and carried by a vote of 4/1 (Eva McLain opposed as she would like this to be done on a trial bases), the Board voted to have gates 1, 3, 9, 14, 18, 20, and 23, scheduled so that they are opened every weekday from 6:00 a.m. to 9:00 a.m. and 4:00 p.m. – 7:00 p.m. as these gates are identified as those with the most maintenance problems and the times seem to be the best times for peak traffic/gate use.
- e. **2014 Budget Approval:** Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the Board voted to approve the 2014 budgets.

**IX. HOMEOWNER CORRESPONDENCE/BOARD ACTION REQUESTED:**

- a. **Insurance Claim: Vehicle Damage from Gate:** The Board reviewed correspondence from a homeowner's insurance carrier in which they requested reimbursement for vehicle repairs, towing, and a rental car from the vehicle getting damage while driving through a gate (that reported closed on the vehicle). After careful consideration and discussion, upon a motion duly made and seconded (Eva McLain/Rick Jordan) and carried by a vote of 4/1 (Stan Laderman abstained) the Board voted to deny the request from the insurance carrier.
- b. **Request to Install Stop Signs on Coldwater:** The Board received correspondence from a homeowner asking that the Board consider installing stop signs on Coldwater. The Board asked management to notify the homeowner that while their correspondence was appreciated, stop signs would not be installed on Coldwater.

- c. **Claim: Car Damage:** The Board received correspondence from a homeowner along with three proposals to repair their vehicle which had been damaged from a rebar spike that was protruding from a wheel stop at the Hillcrest Pool/Fitness Center parking lot. Eva McLain motioned, seconded by Rick Jordon that the homeowner be fully reimbursed for the repairs to their vehicle per the proposal from Knielsen's Collision Center for the amount of \$1,583.78. Stan Laderman, Bob Jones and Sharon Theofelis opposed, and the motion failed. Upon a motion duly made and seconded (Stan Laderman/Bob Jones) and carried by a vote of 3/2 (Eva McLain and Rick Jordan opposed) the Board voted to pay for ½ of the cost of repair to the homeowner's vehicle as quoted by Knielsen's Collision Center for a total of \$791.89.
- d. **Homeowner Request: Reimburse for Towing minus Late Fee:** The Board received correspondence from a homeowner who accrued a late fee and asked that the Board deduct the late fee from the homeowners cost that they accrued when their car was towed from the association (for violating parking rules) as the homeowner felt that their vehicle should not have been towed and that the association should reimburse the homeowner for the towing costs. Upon a motion duly made and seconded (Stan Laderman/Bob Jones) and carried by a vote of 4/1 (Eva McLain opposed as she did not recall the details of the homeowner's previous request to be reimbursed for towing which had been denied by the Board) the Board denied the homeowners request.

X. **HOMEOWNER FORUM:** Several homeowners were present but there were no questions from the floor.

XI. **ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded (Stan Laderman/Sharon Theofelis) and unanimously carried, the meeting was adjourned at 8:45 p.m.

The next Board of Director's business meeting will be on October 11, 2013 at 10:00 a.m. in the Gables in Springfield: 2801 Springfield Blvd., Rocklin, CA.

I, Bob Jones, 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 October 2, 2013 as approved by the Board Members in attendance of a duly noticed Board meeting.

  
\_\_\_\_\_  
Bob Jones, Secretary

Date 10-11-13