



WHITNEY OAKS[®]

WHITNEY OAKS COMMUNITY ASSOCIATION

BUSINESS MEETING MINUTES

December 21, 2011 - 6:00 p.m.

The Gables, Rocklin, CA

- I. **CALL TO ORDER:** The meeting was called to order at 6:00 p.m.
- II. **ROLL CALL:**
- a. **DIRECTORS PRESENT:**
- | | |
|----------------|----------------|
| Stan Laderman | President |
| Eva McLain | Vice President |
| Julie Stadel | Secretary |
| Rick Jordan | Treasurer |
| Chris Willsher | Director |
- b. **ALSO PRESENT:** Julia Plummer, Association Manager, Kocal Management Group
- III. **APPROVAL OF MINUTES:**
- a. *Upon a motion duly made and seconded (Eva McLain/Julie Stadel) and unanimously carried, the minutes of the October 19, 2011 meeting were approved as written.*
- b. *Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the minutes of the Organizational Meeting held on November 16, 2011 meeting were approved as written.*
- IV. **HOMEOWNER FORUM:** Several homeowners were present at the meeting and many expressed various opinions about grazing in the community.
- V. **MANAGER'S REPORT:** Julia Plummer, the Association Manager gave an update to all in attendance of the current activities of the association including Board decisions made in the previous executive session:
- a. Julia Plummer met with the City of Rocklin in regards to the Pebble Beach easement abatement that would allow the installation of pedestrian gates into the community to provide more privacy to the residents. The application process is long and detailed and Ms. Plummer is in the process of gathering all information required.
- b. Julia Plummer met with an engineer to discuss the latent defects as related to the latent defect lawsuit which has been settled. An RFP for the Board's approval will be drafted soon, and proposals for repairs of the defects will be obtained in hopes of having all work completed in the late spring.
- c. The tree trimming project has been completed.

- d. In the near future the Board will be reviewing proposals to replace the cabana at the Hillcrest Pool.

VI. COMMITTEE REPORTS:

- a. **Architectural Review Committee:** Bonnie Laderman, chair of the ARC was present and provided an update on ARC activities.

VII. FINANCIAL REPORT:

- a. **Treasurers Report:** CFO Rick Jordan reviewed and provided all present with a verbal/thorough financial report for November, 2011 and year-to-date activity including that currently the association's expenses are currently below budget.
- b. **Delinquencies:** The Board was provided information about delinquencies having received the AR report followed by an explanation/breakdown by Julia Plummer.
- c. **Lien Resolution:** *Upon a motion duly made and seconded (Eva McLain/ Rick Jordan) 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 December 1, 2011 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: 2011-5548, 2011-5734.
- d. **Bad Debt Write-Off:** The Board reviewed a spreadsheet listing all bad debt write off for November/December equaling \$24,002.47. *Upon a motion duly made and seconded (Eva McLain/Rick Jordan) and unanimously carried, the Board approved writing off all bad debt and sending all accounts listed to small claims court.*
- e. **Reserve Expense Authorization:** *Upon a motion duly made and seconded (Eva McLain/ Stan Laderman) and unanimously approved the Board of Directors voted to approve the Reserve Expense Authorization for the Vivien Way Drainage Ditch Reconstruction.*

VIII. OLD BUSINESS:

- a. **Grazing 2012:** The Board discussed the possibility of grazing in 2012 and decided the best course of action is to schedule a meeting about grazing to go over the pros and cons and discuss/consider in detail the community needs, the environmental impact, and fire suppression. A meeting will be scheduled for January and notice will go out to all homeowners (via newsletter) of the impending meeting.
- b. **Speed Control:** The Board discussed implementing speed control within the Whitney Oaks Community and the need to put something in place as

soon as possible. Julia Plummer has provided a breakdown of various speed control measures previously discussed by the Board and the cost to implement those measures. *Upon a motion duly made and seconded (Stan Laderman/Rick Jordan) and unanimously carried, the Board voted to implement the speed control program wherein radar guns are used to track the speed of vehicles and fines are assessed accordingly beginning in January.*

IX. NEW BUSINESS:


- a. **Defect Repairs Update:** Julia Plummer read a memo she had written to the Board about her meeting with Engineer Chris Wilhite from ESR and the general time line for proposals/repairs as outlined in her Managers report at the beginning of the meeting. The Board requested that Ms. Plummer also contact Rick Holsinger from R.A. Holsinger and ask him to provide information in relation to the defects and repairs.
- b. **Collection Company Information:** With two Board members having left the meeting, the remaining Board members agreed to postpone this discussion until the January 18th, 2012 Board meeting.
- c. **Approval of 2012 Annual Calendar:** Board members present reviewed the annual calendar as prepared by Julia Plummer and *upon a motion duly made and seconded (Eva McLain/Rick Jordan) and unanimously carried, the 2012 annual calendar was approved.*
- d. **Review of Delegation of Authority:** With two Board members having left the meeting, the remaining Board members agreed to postpone this discussion until the January 18th, 2012 Board meeting.
- e. **Board Goals/Mission Statement:** With two Board members having left the meeting, the remaining Board members agreed to postpone this discussion until the January 18th, 2012 Board meeting.
- f. **Homeowner Request: Reimbursement for damage to landscaping due to goats during the grazing process:** A Springfield resident's landscaping was damaged by goats during the grazing project and they asked for financial reimbursement for the plants though they had not replaced the plants or provided a proposal/cost to do so. *Upon a motion duly made and seconded (Stan Laderman/Rick Jordan) and unanimously carried, the Board voted to have GP Landscaping (the Landscape Company for Springfield) look at the damage and provide a proposal to replace the damaged plants.*
- g. **Wetland Inspection Report:** The Board reviewed the Wetland Inspection Report provided by Gibson and Skordell, which was favorable to the wetland maintenance performed by the association.

- X. ADJOURNMENT:** There being no further item of business to discuss, *upon a motion duly made and seconded (Rick Jordan/Eva McLain) and unanimously approved, the meeting was adjourned at 7:28 p.m.*

In an Executive Session of the Board of Directors on December 21, 2011, the following was discussed:

- a. Homeowner Hearings
- b. Third Party Contracts
- c. Legal Matters

I, Julie Stadel, 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 December 21, 2011 as approved by the Board Members in attendance of a duly noticed Board meeting.


Julie Stadel, Secretary

Date 1-25-12

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