



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BUSINESS MEETING MINUTES

December 4, 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:**

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

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

II. **APPROVAL OF MINUTES:**

- a. **November 6, 2013 Business Meeting:** Upon a motion duly made and seconded (Eva McLain/Rick Jordan) and unanimously carried, the minutes of the November 6, 2013 meeting were approved as submitted.
- b. **November 13, 2013 Organizational Meeting:** Upon a motion duly made and seconded (Eva McLain/Bob Jones) and unanimously carried, the minutes of the November 13, 2013 meeting were approved as submitted.

III. **EXECUTIVE SESSION REPORT:** At the executive session on November 16th the Board discussed a homeowner request related to collections, legal matters, and personnel matters.

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

- This year's annual elections and meeting went very well, as usual thanks to our wonderful inspector of elections. We had more people attend the annual meeting then we had in the past which was great.
- Pioneer Way was seal coated in November, and it looks fantastic and the homeowners seem to be very pleased.
- The red curbs throughout unit 39 have been painted and they look terrific. They were very faded and in poor condition.
- The speed humps will be installed on Pheasant Lane the week of December 16th.
- The new planting at the Black Oak Pool is completed and looks great, and the new planting at the Clubhouse gate (gate 23) will be done this month. The

Landscape Committee meets on December 11th and we'll begin setting a phasing schedule for plant replacement at the gates during that meeting.

- The new arbor at the Hillcrest pool will be installed soon, and the BBQ's will finally be installed within the next few weeks.
- All drainage areas have been cleaned out in preparation for the winter months including V-ditches, so we're ready for the rains.

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 Finance Committee meeting in November.
- c. **Landscape Committee:** There was not a Landscape Committee meeting in November. The Committee will meet on December 11, 2013.

VI. **FINANCIAL REPORT:**

- a. **Treasurers Report:** Rick Jordan reviewed and provided all present with a verbal financial report of the October 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 the reserve study updates and gate component replacements.
- 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.

VII. **OLD BUSINESS:**

- a. **Governing Documents Re-Write:** The Board of Directors reviewed the final draft of the Governing Documents and upon a motion duly made and seconded (Sharon Theofelis/Eva McLain) and unanimously carried, the Board voted to approve the draft of the By-Laws be available to all homeowners in its current condition. Upon a motion duly made and seconded (Eva McLain/Sharon Theofelis) and unanimously carried, the Board voted to approve the draft of the CC & R's be available to all homeowners with one change (add the word NOT to section 4.31.1). The Board has scheduled the town hall meeting for all homeowners to review the draft restated governing documents for January 15, 2014 at 6:30 p.m.

VIII. **NEW BUSINESS:**

- a. **2014 Grazing RFP Review/Approval:** The Board reviewed the 2014 Grazing RFP and upon a motion duly made and seconded (Eva McLain/Bonnie Laderman) and unanimously carried, the Board voted to accept the RFP as written, and to obtain a proposal from Lee Hazeltine prior to sending the RFP out to other grazing vendors. It was noted that Lee Hazeltine is the only grazing vendor in the proximity of the community who has the size of livestock needed for our community and who is familiar with the association. If the proposal from Lee Hazeltine is not acceptable, then the RFP will be sent out to obtain proposals from other grazing vendors.

- b. **Lien Encumbering Unit 44 Homes:** Julia Plummer discussed a matter within Unit 44 of the community wherein when a homeowner signed a new deed of trust for their home that somehow encumbered all of the homes in Unit 44 with a \$25,000 lien. Ms. Plummer contacted the homeowner whose lender placed the lien on all of the properties and asked them to address the problem immediately. However, this matter is not within the jurisdiction of management or the Board of Directors to attend to, so homeowners in Unit 44 will be informed of this matter and asked to follow-up (if they should so desire) with their lender or title company.
- c. **Homeowner Request: Parking Variance:** A homeowner requested that the Board grant them a parking variance to park one vehicle on the street overnight until the end of February as they have a one car garage and four vehicles. Upon a motion duly made and seconded (Eva McLain/Rick Jordan) and carried by a vote of 4/1 (Bonnie Laderman opposed), the Board voted to approve the homeowners request for a parking variance until February 28th, 2013.
- d. **Homeowner: ARC Decision Appeal:** A homeowner appealed the ARC decision for the paint application on their garage door. The ARC denied the request because the paint application does not conform to the approved exterior home paint color pallet. Upon a motion duly made and seconded (Bonnie Laderman/Sharon Theofelis) and unanimously carried, the Board voted to approve the paint application (color) for the homeowner's garage door.
- e. **2013/2014 Board of Director Goals:** This topic has been deferred to the January meeting.
- f. **Board Code of Ethics:** The Board reviewed the Values of the WOCA Board and WOCA Committee Members. All Board members returned the document to Julia Plummer. However, not all Board members signed the document (B. Laderman did not and all others did).

IX. HOMEOWNER CORRESPONDENCE/BOARD ACTION REQUESTED:

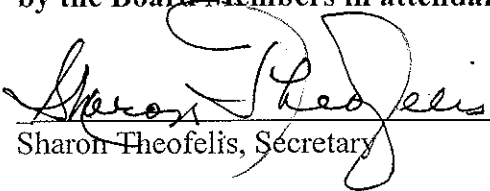
None.

- X. HOMEOWNER FORUM:** Several homeowners were present and some addressed the Board with their concerns. One homeowner is concerned with the proposed speed hump location next to his home, and it was explained to him that the location is the best location for the street. However, management will check with two more homeowners (that the homeowner present said agreed to have the speed hump in front of their home), and if another location is found more suitable the speed hump will be moved to the new location. If not, it will be put in the location currently marked on the street (next to the homeowner present's home).

- XI. ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded (Sharon Theofelis/Eva McLain) and unanimously carried, the meeting was adjourned at 7:40 p.m.

The next Board of Director's business meeting will be the on January 8, 2014 at 6:30 p.m. in the Gables 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 December 4, 2013 as approved by the Board Members in attendance of a duly noticed Board meeting.



Sharon Theofelis, Secretary

1/8/14
Date

NOT TO BE USED FOR TRANSFER OR RESALE