



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES March 5, 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 eleven 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
Rick Jordon	CFO
Sharon Theofelis	Secretary
Bonnie Laderman	Director

**ALSO PRESENT:** Vicky Langer, Association Manager, and Tiffany Lynch, Senior Manager and V.P., The Management Trust Kocal Division, and Tina Keele, Russo Insurance.

II. **SPECIAL GUEST – TINA KEELE – RUSSO INSURANCE:**  
Tina Keele reviewed the history and qualifications of the Russo Insurance Agency and the proposed insurance renewal package with the Board. She highlighted the recommended increase in property limits answered questions.

III. **APPROVAL OF MINUTES:**  
**February 5, 2013 Business Meeting:** A motion was made and seconded (Bonnie/Sharon) to approve the minutes of the February 5, 2014 Board of Directors Meeting as submitted. The motion was unanimously adopted.

IV. **MANAGER’S REPORT:** Vicky Langer, Association Manager, reviewed items from her written report that were not on the Agenda and logs with the Board and the members present. The following items (not on the Agenda) were highlighted:

- **Grazing Project:** Lee Hazeltine is working on getting permits from all of the required permits the school district, fire department, the city of Rocklin, Whitney Ranch, as well as getting insurance certificates to management. Specific information as to herd location will be available on the City of Rocklin web site. Target date for starting is March 10<sup>th</sup>.

- **Bark Installation:** The RFP was approved at the February meeting and the Landscape Committee is highlighting the areas they want re-barked. After the areas are identified, management will get 3 bids for the project.
- **Gate Phone Board Upgrade:** At Gate 10 the phone board was old and full to capacity. Management authorized Controlled Access to put in an upgraded board that will hold 1000 names/numbers. The cost was approximately \$650.
- **Tree Care:** A meeting was held with Arborwell Tree Care. Proposed tree work will be on a future Agenda after being reviewed by the Landscape Committee. Several trees in Unit 39 will get too big for the areas in which they were planted. These are primarily Tulip trees that are next to meters, irrigation valves and driveways. It was recommended that these be removed before they cause damage. It was noted that a large oak tree at one of the Enclave entries is in decline and may die.
- **Pool Solar Possibility:** As a general rule, solar panels would need to be at least 70% as the surface of the pool. The trellis at each pool is not big enough and neither are the pool restroom buildings. However, Robb from Robb's Pool is getting input together for the Board to review.
- **Black Oak Pool Wheelchair Ramp:** The railing on the outside portion of the wheelchair ramp for the Black Oak pool was all bent needed to be fixed. Four wheel stops were recommended to prevent future damage to the ramp railing and the Board approved having them put in.
- **Street Maintenance:** Two Springfield Homeowners have complained about large cracks in the streets Benjamin Ct. & Pleasant Creek. The area was seal coated two years ago but the cracks look kind of big and might need to be re-filled. These will be included in the 2014 scope of asphalt work.
- **City Sign on Park Drive:** The City of Rocklin added a helpful sign for clarification here where a concern was raised. The sign saying "Whitney Oaks Blvd." was too close to Live Oak Lane and was causing confusion. The additional small sign says "next left".

#### V. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King from the ARC committee was present and reported that the committee reviewed three requests at its February meeting, including two solar energy systems, a front yard landscaping update and a whole house painting project.
- B. **Finance Committee:** Rick Jordan gave a recap of the February committee meeting. The committee has verified that commissions on trades are not being charged by UP Capital and everything was in order.

- C. **Landscape Committee:** Chairperson, Reinhold Gedeit, gave a review of the committee's February meeting, highlighting areas that need improvements, such as locations where turf areas can be converted for water savings, proposed gate area upgrades (that Paul Marcillac is drawing up plans for) and the upcoming bark replacement project.

## VI. FINANCIAL REPORT

- A. **Treasurers Report:** Rick Jordan reviewed and provided all present with a verbal financial report of the January month-end financials, highlighting that the Association spent \$1,397 less than budgeted for the month and year-to-date.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Eva/Bonnie) to approve the Reserve Expense Authorization for the various reserve expenditures made in January 2014. The motion was unanimously adopted.
- C. **Bad Debt Write Off:** A motion was made and seconded (Eva/Bob) to write-off the amount of \$2,161.04 for account number 468149. The motion was unanimously adopted.

## VII. OLD BUSINESS

- A. **Trail Maintenance – Decomposed Granite:** After reviewing three proposals, a motion was made and seconded (Rick/Bonnie) to approve the proposal from Capital Landscape Management, Inc. to install 23 cubic yards of DG on the worst areas of the trails in the amount of \$2,500.
- B. **Landscaping Proposal – French Drain – 2836 Hillcrest:** The Board members looked at the drainage situation on 2/26/14 with the landscape company and the Homeowner. The Homeowner put concrete in most of the backyard without adequate drainage. A motion was made and seconded (Bonnie/Bob) to deny the request as this is a Homeowner responsibility. The motion was unanimously adopted.
- C. **Landscaping Proposal – Soil Hydretain:** The Board discussed a proposal for application of Hydretain that was tabled at the February Board Meeting. After discussing the proposed project, management was asked to get more bids from bidders who will include planned quantities of the product. The matter was tabled to the April meeting.
- D. **Lien on Unit #44 Subdivision:** An update was given on the lien that was inadvertently placed on all of the homes in this subdivision by one of the Owners during a refinance. A re-conveyance deed was filed in February and the matter has therefore been resolved.

## **VIII. NEW BUSINESS**

- A. Insurance Renewal Proposals:** After review of the proposed packages a motion was made (Bonnie/Rick) to approve the proposed package from Russo Insurance at a total cost of \$22,881 with the higher limit of \$1,000,000 (recommended) offered for property coverage. The motion was adopted on a 4 to 1 vote.
- B. Tree Trimming – Mistletoe:** A motion was made (Rick/Eva) to approve the proposal from ArborWell to remove mistletoe from trees as needed at a cost of \$2,031.
- C. Tree Injections – For Aphids:** After a discussion motion was made to approve the proposals for merit injections proposed on page 109 and 111 work. The motion was unanimously adopted. A motion was made (Rick/Bob) to do everything except the deep root feeding on page 113. The motion passed with Eva and Bonnie voting against.
- D. Street Signs – Proposal to Replace Faded Signs:** It was noted that some of the Springfield street signs are incorrect.
- E. Black Oak Pool Maintenance:** A motion was made (Eva/Sharon) to approve the proposed work at the Black Oak Pool to replace the mastic and to clean the tile and coping at the Black Oak Pool at a cost of approximately \$1,600.
- F. Gate Painting – Proposals:** The Board reviewed four proposals and a motion was made (Rick/Eva) to approve the proposal from River City Painting to repaint all 26 gates with the 2-coat option. The motion was unanimously adopted.
- G. Gate Painting – Color:** The Board discussed whether to paint the gates the existing colors, to paint all of them green, or to paint all of them black. It was noted that the gates that are currently black are next to black wrought iron fencing. The gates that are green are in areas where there are green entry signs and pillar covers. A motion was made to repaint the gates the same color as they are currently (Bonnie/Rick). The motion was adopted with Sharon voting against.
- H. Crooked Light Post on Lindbrook:** A motion was made to authorize Rick Holsinger, the Consultant hired for the latent defect repairs to take a look at and give a recommendation about the settling problem on and in front of the home at 3714 Lindbrook Drive.

**IX. CORRESPONDENCE**

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

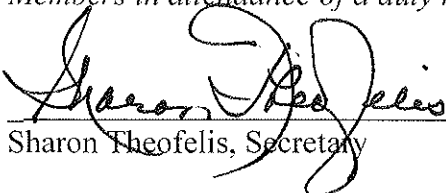
- A. Request for Mini-Blinds Proposed for Rec Room:** A motion was made (Sharon/Eva) to approve the proposed mini blinds for the rec room at a cost of approximately \$900.
- B. Email re: Board Policy re: Brown Lawns:** The Board noted that it would wait and see what happens with the legislation before adopting any policy.

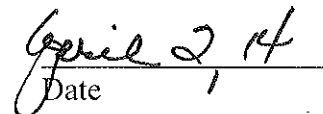
**X. HOMEOWNER FORUM:** The following items were brought to the attention of the Board under this portion of the Agenda:

- **Executive Session Summary:** An Owner asked about the Executive Session items. The Board met in Executive Session on March 3<sup>rd</sup> to conduct compliance hearings, litigation, and to interview a potential project consultant (contract) for the latent defect repairs.
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- **Fence Location Question:** An Owner asked the status of the two owners he alleges have moved their fences onto Association property. This will be an Agenda item at the next Board Meeting.
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- **Trespassing** Concerns about trespassing and liability related to the High School cut-through on Hillcrest were expressed.
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- **Governing Documents:** Management reviewed the changes agreed upon at the properly noticed Board Meeting held on 2/26/14.
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- **Garage Storage Rule:** A Homeowner voiced opposition to the proposed rule regarding storage in the garage. In his opinion the garage door should be allowed to stay open if someone is working in it and regular storage should be allowed in garages. This will be put on the next meeting Agenda.

**XI. ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded (Bonnie/Eva), the meeting was adjourned at 8:29 P.M. The next Board of Director's business meeting will be the on April 2, 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 March 5, 2014 as approved by the Board Members in attendance of a duly noticed Board meeting.*

  
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Sharon Theofelis, Secretary

  
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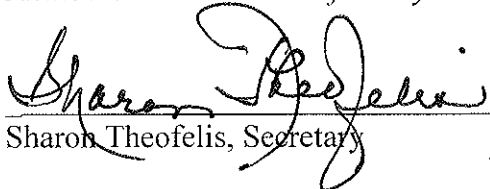
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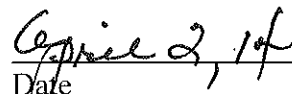
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