



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES October 1, 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
Rick Jordon	CFO
Sharon Theofelis	Secretary
Bonnie Laderman	Director

ALSO PRESENT: Vicky Langer, Association Manager, with The Management Trust, Kocal Division.

II. **APPROVAL OF MINUTES:**

A motion was made and seconded (Bonnie/Eva) to approve the minutes of the September 3, 2014 Board of Directors Meeting as drafted. The motion was unanimously adopted.

III. **STREET LIGHTING CONVERSION OPTION**

The Board further reviewed a packet of information provided by Century Lighting regarding cost analysis of a possible conversion of the street lights from the current halogen to LED lighting. After a discussion it was the consensus of the Board was to ask Century Lighting to put up sample fixtures (on Hillcrest and Scenic Court). The Board will continue discussion of this item after seeing the samples and reviewing the reserve study budget.

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

Executive Session Report: An Executive Session Board Meeting was held on September 8, 2014 to discuss compliance issues, contracts, Attorney-Client privileged information, and collections.

Erosion Issue on Fox Hill: There is an area near 3013 Fox Hill that the HOA maintains where the ground has eroded and the wrought iron fence had a significant gap under it. Vicky had BLM look at it and approved a proposal to put in a small block retaining wall there at a cost of \$460.

City of Rocklin: The City of Rocklin has been very responsive to requests.

Proposed Revised CC&Rs and Bylaws: The balloting period was extended until December 1st at the last meeting. Gift cards were delivered to 2800 Executive Court and 3804 Sylvan Dr. Information regarding the number of ballots received, given by the Inspectors of Election was given.

Street Sweeping: This project has been approved, scheduled and noticed. The project will be done on October 30 – September 1st (non garbage pick-up days).

Property Lines and Open Space: Management often gets requests for removal of dead or nuisance trees in the “open space” behind peoples’ properties. Ken Morrow recently taught Denise (Springfield Manager) and Vicky how to determine the approximate lot lines for the homes.

Grout: The grout work at the Black Oak pool looks good. Management working with The Grout Medic to get better clean up. Remodeling of these restrooms is on the schedule for 2017.

Pool Calendar: The pool was kept open and heated until October 1st per the decision made at the last board meeting.

Backflow Testing: The testing that is required annually on 12 of the backflow prevention devices has been done. PCWA gives us forms and notifications of the need to do these tests in batches. All of the 12 devices recently needing to be tested passed the test except one on the corner of Lindbrook and Pebble Beach. The cost for the repair was \$274.

V. COMMITTEE REPORTS

- A. **Architectural Review Committee:** The Chairman of this committee, Eric King, gave a report on recent applications. The Board reviewed minutes of the September committee meeting.
- B. **Landscape Committee:** Vicky gave an update highlighting the work being done on the proposed landscape service RFP/contract and the approved work in Unit 44 that is going to be done by GP Landscape. Since many months have passed since BLM and the committee put together the scope of work (some plants scheduled for replacement survived the frost), and since BLM was not the chosen contractor, the scope is being reviewed/ revised.

- C. **Finance Committee:** Vicky reported that UP Capital Management plans to attend the October (Board and) Finance Committee Meeting as well as the Association's Annual Membership Meeting to give presentations on the investment accounts.
- D. **Trails Committee:** Richard Conrad reported that a meeting was held and that he was appointed Chairman. The committee is working on a proposed Charter. They are also walking the trails and making notes. The committee would like to meet soon with Bianco Landscape Management to discuss trail maintenance.

VI. FINANCIAL REPORT

- A. **Treasurers Report:** Rick Jordan reviewed the financial reports for the month ending August 31, 2014. Year-to-date the Association is under budget by \$797.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Eva/Sharon) to approve the Reserve Expense Authorizations for the various reserve expenditures made in August 2014. The motion was unanimously adopted.

Lien Resolution: The Board reviewed proposed lien authorization forms for accounts numbered: 741942, 468620, 467773, 467649, 468412, and 468051. No action was taken to file liens. Management was asked to provide ledgers for each of them and will consider them at the next meeting.

- C. **Bank Statements:** The Board reviewed recent bank statements.

VII. UNFINISHED BUSINESS

- A. **Emergency Access Areas – Cobble:** The Board reviewed proposals (revised to include breakdown of labor and materials) to remove the lining that has been destroyed by squirrels and install cobble in two emergency exit areas (3240/50 and 3360 Black Oak). A motion was made and seconded (Eva/Sharon) to approve the proposal from GP Landscape to do this work. The motion was unanimously adopted.
- B. **Proposed Tree Removals:** The Board reviewed proposals to remove dead trees in several areas (drainage ditch above Stone Temple, at the orchard and behind 3441 Black Oak). A motion was made and seconded (Rick/Sharon) to approve the proposal from Arborwell to remove these trees.
- C. **Proposed “Tree of Heaven” Removals:** A motion was made and seconded (Sharon/Eva) to accept the ECO Landscape proposal to remove the “Trees of Heaven” (invasive species) and have the work done/billed in 2015. The motion was unanimously adopted.

- D. Asphalt Project – Additional Crack Sealing:** Since a bid had not yet been provided by CPM, the contractor that did this year’s asphalt repairs and seal-coating, this item was tabled to the November meeting.

VIII. NEW BUSINESS

- A. 3920 Woodhouse Ct. – ARC Appeal:** Patricia Hartman showed photos of her back and side yards to the Board and explained the proposed patio cover that would not meet the set back requirement in the Design Guidelines. A motion was made to approve the appealed request subject to the owner getting and providing a building permit. The motion was seconded (Eva/Rick). The motion was adopted on a 3 to 2 vote with Bonnie and Bob voting against.
- B. IDR Policy:** The Board reviewed the current IDR Policy, specifically the clause which says that the Board (in response to a request for IDR) will appoint one or more of its members to conduct an IDR. However, as Eva explained, if the Board appointed five of its members, this would deny the Owner an appeal opportunity. A motion was made and seconded (Rick/Bob) to get a legal opinion on this. The motion was adopted on a 4 to 1 vote with Bonnie voting against.
- C. Requests for IDR:** Both 3706 and 3708 Lindbrook have requested IDR. Bonnie and Rick were assigned to conduct the IDR with each of the Homeowners.
- D. Water Meter at 3541/61 Black Oak Drive:** The Board was not in favor of purchasing a new meter service to water the landscaped areas at the trail entry between these two homes at a cost of over \$17,300. The City has shut off the meter that services that area as it was in contract with the developer to provide water for the mitigation oak trees for a certain amount of time that is now expired. Management was asked to send a letter to the two homeowners to see if they would be willing to hook up to their water supply to the side of the trail next to their homes. The consensus of the Board was that the owners would be reimbursed for the water use.
- E. Review 2014 Goals:** The Board reviewed the status of all of its goals for 2014. Rewriting the rules was postponed to 2015 as it can’t be done until after the proposed new governing documents are adopted. The Board agreed to meeting with the Springfield Board of Directors in January.
- F. ARC Appeal – Paint Color – 3812 Heather Court:** Janine Jorgensen asked the Board for a variance to use “Hidden Hills” as the body color on her home, which is a deeper color than the approved shade of green. A motion was made (Eva/Rick) to approve the appeal. The motion passed with Bob and Bonnie voting against.

IX. CORRESPONDENCE

Correspondence listed on the Agenda was reviewed. Any action taken is noted below.

- A. Letter from PG&E re: Peak Day Pricing:** Management was asked to discuss the options with PG&E and determine whether to go along with or opt out of the proposed pricing changes.
- B. Email from Matt McClure with City of Rocklin:** Another meeting will be set up at the City of Rocklin's request.
- C. Grass Area at Vivien and Pheasant:** Owners expressed their desire to keep the grass area at this corner and not to convert it to low water usage shrubs. A motion was made and seconded (Sharon/Eva) to discard the plan to convert the park-like area at this location. The motion was adopted unanimously.

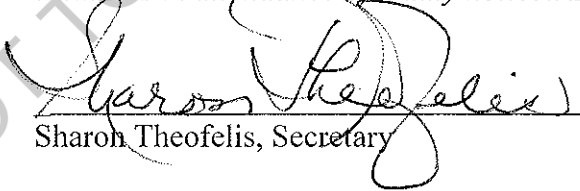
X. HOMEOWNER FORUM: The following items were brought to the attention of the Board under this portion of the Agenda:

- **Fence Location:** Shari Peterson, Homeowner of 3270 Black Oak, and her neighbor (new Owner of 3280 Black Oak) Samreen Jamshed discussed the letters they received regarding the location of their backyard fences. The Board approved changing the deadline for moving the fences from 45 days to 90 days. Both owners are working on resolving the matter. The Association will make sure that the Surveyor uncovered/uncovers or placed/places property markers in the correct locations.

XI. ADJOURNMENT: There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 8:50 P.M.

The next Board of Director's business meeting will be the on November 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 October 1, 2014 as approved by the Board Members in attendance of a duly noticed Board meeting.



Sharon Theofelis, Secretary

11/12/14

Date