



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES June 3, 2015 - 6:00 P.M. The Oaks, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:00 P.M. by Board President Bob Jones.

**DIRECTORS PRESENT:** The following Board Members and management personnel and others were present as well as approximately 26 other Homeowners who attended the meeting. Agendas were posted at least four days prior to the meeting at The Gables, at the Hillcrest Pool bulletin board, and on the Association’s web site.

Bob Jones	President
Bonnie Laderman	Vice President
Rick Jordon	CFO
Sharon Theofelis	Secretary
Chris Krajewski	Member at Large
Vicky Langer	The Management Trust, Kocal Division

II. **APPROVAL OF MINUTES:**  
A motion was made and seconded (Bonnie/Sharon) to approve the minutes of the May 6, 2015 Board of Directors Meeting as drafted. The motion was unanimously adopted.

III. **SPECIAL GUEST – BOB BROWNING – BRG GROUP, INCL**  
Bob reviewed the draft studies for the four cost centers. This year is an administrative update without site visit.

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

- **Black Oak Pool Heater Repairs:** The pool heater at this location was repaired at a cost of \$500. Also, in May a baby rattlesnake was found (alive) in the Black Oak pool skimmer.
- **Grazing Project:** The grazing contractor looked at all of the areas with the Deputy Fire Chief on 5/7 and was told that one pass was enough except for

one area on Coldwater from Cody Ct. up to the top of Clubhouse Drive (between Shire Horse Ct. and Clubhouse). The second pass has been completed and a few areas were string trimmed. More string trimming may be necessary.

- **FHA Certification for Condos:** This is moving forward. A higher fidelity bond limit was required for approval and necessary paperwork is being completed for that. FHA certification should be obtained shortly.
- **Gate #27 Incident:** The driver's insurance company is processing the approximately \$10,000 claim.
- **Storm Drain Maintenance/Repairs/Cleaning:** Competitive bids are being sought for the storm drain work recommended by Thunder Mountain Enterprises.
- **Construction Defect Drainage Repair Updates:**
  - **Area 14:** A meeting was held on 5/20 to review the proposed changes with the interested/concerned Owners on Chasen Court. No owners objected to the proposed revised plan. The revised plan is to build rock channels similar to those on the end of Vivien Way.
  - **Areas 1 (*Wedgewood Way Fire Road*) and Area 2 (*Across from Lariat Ct. in Springfield going down to Clubhouse Dr.*):** Due to changes that have occurred since the scope was defined (rain storms last December), it has been recommended that more linear feet of drain channel be installed. The Board is approved "change orders" for those in an Executive Session held on 6/1/15.
  - **Area 6 (*Black Oak opposite Abby Road*):** This area has been completed and looks great! If you walk on the Black Oak Trail (enter across from Red Hawk Ct.), you will see the new channel going up the hillside.
  - **Area 13 (**Behind** *Hillcrest Near Pheasant*):** Six sub-drains have been installed to get water off the hillside and into the drain. Erosion control measures are being discussed (seeding, straw, etc.). (*Agenda item*). Also, in Exec Session a change order to coat the v-ditches which are not in very good shape in that area. Lots of cracks lets water get under and flow under the ditches, creating erosion and not channeling the water to the drain.
  - **Area 4: This area (*From 3804 Coldwater to the top of Clubhouse Dr.*)** was cancelled. Improvements at Area #3 may help this area.

- **Reserve Budget and Construction Defect Drain Work:** The original budget for this work was \$700,000. To date, with all of the change orders, construction consulting, and other revisions, the Association is over budget by approximately \$3,500.
- **Boy Scout Benches:** The Boy Scouts approved Jacob's project on 4/27/15. This project is moving forward as he raises the necessary funds. WOCA is contributing \$100. The Trail Committee Chair, Richard Conrad, is going to meet with Jacob to determine the locations.
- **Trail Erosion Issue:** An area on the left side of the trail the Clark Dominguez trail about 100 yards or so from Crest is eroding. This is included on the proposed trail work list/bid.
- **2014 Asphalt Project Follow Up:** Last year's follow up work has been completed.
- **Gate 9 Dying Tree:** A dying tree at Gate 9 was removed. The tree was 75% dead and had a pretty bad wound to the trunk. Cost was \$452.50.
- **Old Signs:** Several bad looking signs on the trails have been replaced. Also the sign at the high school cut through area (stolen/removed) was replaced.
- **No Stop Line/Sign:** It was noted that there is no sign coming out from Shady Trail Lane where the gate opens inward telling people that the gate opens inward. Management will have a stop sign and line painted on the asphalt.
- **Stop Here Signs:** The Board discussed whether to get a cost to revise our entry signs that only say "Stop Here ~ Gate Opens Inward ~ Gate Closes After Each Vehicle" adding the words "Association is not responsible for damaged vehicles". No action was taken.
- **Towing Policy:** Rick Jordan and Vicky are meeting to go through both draft versions and come up with another draft.
- **Dead Tree:** We sent some tree companies to bid removal of a dead large oak tree behind 4560 Scenic Drive. Management had BLM remove it at a cost of approximately \$450. Logs and branches were left in open space.

## V. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King gave a verbal report highlighting the nature of recent applications (25). The Board reviewed the minutes of the May ARC meeting. Items included primarily solar, painting, and landscaping. Jim Phelps and Eric King are working on moving the Design Guideline document re-write project forward.
- B. **Landscape Committee:** Holt Gedeit gave a summary of what was discussed at the May Landscape Committee Meeting, including recommended irrigation upgrades. The committee recommended irrigation controller upgrades in Units 39 and 44 be first priority, irrigation upgrades in other areas (especially those on potable and not reused water), and finally gate upgrades.
- C. **Finance Committee:** Rick Jordan reviewed minutes of the April Finance Committee Meeting with the Board.
- D. **Trail Committee:** Richard Conrad reviewed his committee's recommendations with regard to trail repairs and asphalt repairs/coating. He reviewed the bid numbers and recommended the trail repairs take precedence over the asphalt work and that the Board not approve bids yet for trail work or asphalt work. One member of the committee strongly suggested re-routing the Sunset trail rather than paving it. It was recommended that sealcoating of the asphalt trails and fire access roads be put off until next year if budget constraints require it but the other asphalt work be done.
- E. **Speed Task Force:** The Board reviewed an update from Bill Jarrett.

## VI. FINANCIAL REPORT

- A. **Treasurers Report:** Rick Jordan reviewed the financial reports for the month ending April 30, 2015.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Sharon/Bonnie) to approve the Reserve Expense Authorizations for the various reserve expenditures made in April 2015 as listed in the financial reports. The motion was unanimously adopted.

## VII. UNFINISHED BUSINESS

- A. **Street Light Conversion Project:** Rick summarized the project and the Board's discussion with a different contractor in Executive Session held on 6/1/15. He reviewed the financing program through PG&E. A motion was made and seconded (Rick/Chris) to approve the Barnum & Celillo proposal to convert 277 light fixtures to LED at a cost of \$92,555 with expected rebate

of \$11,080 with a 2800 if available or 3000 warmth light. The motion was unanimously adopted.

- B. Irrigation Controller Upgrades and Water Use Report:** The Board discussed what portions of upgrading the irrigation systems should be tackled this year. It was the consensus of the Board to table this item until August.
- C. Asphalt Trail and Fire Road Repairs, Coating and Crack Fill:** The Board reviewed proposals for the recommended work. This item was tabled to next month's meeting.
- D. Trail Repair Work:** This item was also tabled to next month's meeting.

### **VIII. NEW BUSINESS**

- A. Drainage Work – Erosion Control:** A motion was made and seconded (Rick/Chris) to approve the proposal from BLM to put straw across the repair area on Hillcrest (Area #13) to prevent erosion.
- B. Dry Rotted Posts on Iron Fencing:** After reviewing a proposal, management was asked to get competitive bids to replace 75 posts and 30 top caps of iron fencing (wood posts) along Park and Whitney Oaks Drive.
- C. Rust at Hillcrest Pool Deck:** The consensus of the Board was to table this item until the August meeting.
- D. Dead Trees on Clark-Dominguez Trail:** After reviewing a proposal a motion was made and seconded (Rick/Chris) to approve the bid to remove all of the dead trees along this trail at a cost of \$960.
- E. Dead Trees Near 4010 Legend Drive: make sure this area is not wetlands** A motion was made and seconded (Rick/Chris) to approve the proposal from Arborwell Professional Tree Management to remove 3 dead trees subject to confirmation that they are not in a wetlands area.
- F. Card Access Control System for Fitness Center:** The consensus of the Board was to budget for this project next year. The cost is approximately \$10,000. Using a card reader system would allow the Association to monitor access more closely.

**IX. CORRESPONDENCE**

Correspondence listed on the Agenda was reviewed and the following action was taken:

**Make sure letter goes out to school**

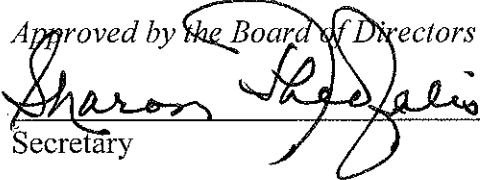
**X. HOMEOWNER FORUM:** The following items were brought to the attention of the Board under this portion of the Agenda.


- **Storm Drain Question:** Area #1 was supposed to be (2330 Clubhouse) asked about whether the bottom portion of the drain will be done as well as the top portion.
- **Pool – Lap Swimming:** A Homeowner asked whether there were plans to rope off a lap for lap swimming. She suggested that dividers not be used except perhaps in the mornings. Other owners commented on this.
- **Rule Enforcement:** Allison Carolan thanked the Board for what they do. She expressed a concern about a recent newsletter article telling residents not to play in the streets. She explained the benefits of outdoor play, including street play. She also expressed displeasure with recent enforcement action taken against her for sports equipment and chairs, bikes etc. left out in the front yard and driveway. She deemed the enforcement excessive and urged the Board to reverse its decision to impose fines for items left out. Several other Owners in attendance expressed agreement with what Carolan expressed. Some disagreed. A lengthy discussion ensued.
- **Meetings and Minutes:** It was noted that the most current minutes (one set of approved minutes) were not on the web site. It was suggested that minutes be email blasted to owners and that meetings be made accessible “live” using some sort of software. A Homeowner named Hans encouraged better communication and not just coming to meetings when there is a hot topic/issue.
- **Rule Making:** A discussion was had about the rule making process. The Board was urged to review the rules to determine reasonableness, and relax enforcement of the rules if enforcement conflicts with quality of life. It was clarified that safety signs warning drivers of children playing in front yards or street are not prohibited. Vicky noted that the newsletter subject/article regarding street use will be addressed in a subsequent newsletter.

- **Responding to Complaints:** Board members explained that often compliance letters are sent and newsletter articles are written in response to complaints by homeowners. It was requested that time be given (confirmation be obtained that items were not just out temporarily) when management notes items left in front yards before a letter is sent.

**XI. ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 8:45 P.M. The next Board of Director's open meeting will be the on July 1, 2015 at 6:00 p.m. at the Oaks in Springfield: 2801 Springfield Blvd., Rocklin, CA.

Approved by the Board of Directors

  
Secretary

  
Date