



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION

### BOARD MEETING MINUTES

July 1, 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 12 other Homeowners who attended the evening portion of 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 June 3, 2015 Board of Directors Meeting as corrected. The motion was unanimously adopted.

- III. **SPECIAL GUEST – BIANCO LANDSCAPE MANAGEMENT**

**Hydretain:** John Bianco and Doug Gillen reviewed the benefits of a product that would help retain soil moisture. The product is applied with water. Three applications were recommended this season. Reclaimed water logistics and program was explained, including the fact that PCWA only fills the pond to a certain extent and that water is shared by three entities (including the Whitney Oaks golf course and Community Association). After discussion, a motion was made and seconded (Bonnie/Sharon) to approve one application of the product and to re-evaluate before applying again at a cost not to exceed \$5,136.

**Irrigation Controllers:** The BLM representatives also discussed proposed irrigation upgrades and which items they deemed to be priorities. They provided

recommendations with regard to changing out controllers, having prioritized 18 (of approximately 30) locations for a total cost of \$21,792 as being worse than the other 12. The satellite system (computer controlled system) is getting old and obsolete. The City of Rocklin has gotten away from this worn out system. Doug explained that it needs to be rebooted often just to get watering to happen. New controllers would solve this problem. A motion was made and seconded (Rick/Bonnie) to approve replacing the controllers that are considered a level 1 priority not to exceed \$21,792. The motion was unanimously adopted.

**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:

**Irrigation Controller:** An irrigation clock on Kensington Ct. (Unit 44) needed replacing and the new controller is required to be the upgraded water smart type. The cost was \$1,790. This was within management's authority and was in addition to the 18 approved at this meeting.

**FHA Certification for Condos:** FHA required an increase in bond coverage. Increased bond insurance coverage was obtained (insignificant cost) and FHA application was resubmitted.

**Storm Drain Cleaning & Repairs:** Additional bids for the proposed five/six highest priority items/locations. More original reports had to be printed by Thunder Mountain (scanned versions not readable) are being given out to two additional bidders (Engineered Soil Repairs (ESR) and Front Range Environmental). This job is too big and complex for a regular plumbing company.

**Pool Items:**

- Monitors with Custom Care Services have been trained on how to test the pool chemicals and log them per the County's requirement. This is a relatively new procedure since the county has started enforcing the rule about daily testing and logging. Custom Care does not charge extra for this service.
- New 3' x 3' signs have been made listing (in short form) the pool rules and been put up at the pools.
- Custom Care has spoken to the monitors and reminded them to approach whoever is at the Black Oak Pool and check their tags. As discussed at the 6/1 meeting, lots of High School kids have the gate code and have been loitering at that pool in the evenings.
- Rules and reminders were sent out with the June Newsletter.
- Custom Care is submitting a revised proposal for janitorial services that will reduce the number of cleanings at the Black Oak Pool in the off season months (all agreed 5 days per week was excessive when the pools are closed). This was requested because Association's goals for 2015 include realizing a

savings of at least 5% on pool janitorial. With the excellent service they have provided we don't think going out for bids is necessary. There were no objections.

**Street Lighting Conversion Project:** This project was approved at the June meeting. The manufacturer said making 2800 lamps (warmer) would double the price of the fixture. Other items were incorporated into the proposed contract, including free first time adjustments (responding to any owner complaints). Also, the lamps will have a dimmable feature where particular lights could be set at a lower wattage if other adjustments aren't successful.

**City Maintenance:** It was noted that there are some landscaping issues (leaky ponding by valve boxes, valve box with missing cover, etc.) by the commercial area on the corner. These were reported to the city.

**Dead Trees at 4010 Legend:** The area where the dead trees are is wetlands. Therefore trees are not being removed. It's too bad owners have to look at dead trees from their backyard, but this saved the HOA \$1,611.

**Creek Clearing:** A non-WOCA resident that borders our open space, at 4831 Blaydon Road contacted us about an erosion concern behind her home. The creek there used to be cleared to some extent (trimmed). Last year we were told by Gibson & Skordal not to trim the cattails so BLM stopped doing it. The creek is reportedly getting clogged up and the water is making a new route, closer to their property. A meeting was held with BLM and Jim Gibson to look at it on 6/19 to see about getting permission to trim or other advice. Reps from the Army Corps came to this meeting and advised that erosion control (bio barrier) should be installed. Dredging out the wetlands might help too but would require plan and permit. Bio Barrier on bank only needs permission.

**Tree of Heaven:** Kory with Eco Landscape & Tree was contacted because the area they cleared of this invasive species of trees is filling up quickly with more of the same. Their contract (work was done in January) included spraying the stumps. They came back to spray and recut new sprouts because probability is that spray was applied too early in the season.

**Grazing Project Wrap Up:** Management has been getting more calls than last year after the end of the official grazing project from concerned owners about the amount of weeds in open spaces near their homes. Initially when the project was completed, the fire dept. had advised Lee Hazeltine that string trimming was needed in a few areas. Since then four additional areas were trimmed after fire dept. inspections. It was recommended that next year two full passes be done.

**Gate Programming Request by Rocklin Fire:** Management was contacted by the Rocklin Fire Chief on 6/17 about gate access. During an emergency

access/event the fire department uses a strobe “opticom” to gain access. This is faster than getting out of the truck and using the “KNOX box” to get open the gate. However, after they enter there often is an ambulance a few minutes later. The ambulance driver needs to get out and use the knox box to open the gate because ambulances do not have the strobe needed to automatically open the gates. The fire department asked that the gates be programmed to stay open for 10 minutes after being triggered by the strobe/opticom. A&D Gates has done this work.

## V. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King gave a verbal report highlighting the nature of recent applications. He reported that the agendas have been very full as many people are installing solar systems, changing landscaping, and painting their homes. The Board reviewed the minutes of the June committee meeting.
- B. **Landscape Committee:** Vicky gave a summary of what was discussed at the June Landscape Committee Meeting, including Hydretain and the returning “Tree of Heaven” that are being taken care of.
- C. **Finance Committee:** Rick Jordan reviewed minutes of the May and June Finance Committee Meetings with the Board. The next meeting will be a Board and Finance Committee Meeting and will be held on July 23<sup>rd</sup>. Agendas will be posted.
- D. **Trail Committee:** Richard Conrad reported that the committee did not meet but that he has met with the scout who has offered to install the benches. He also met with Rick Jordan and Vicky Langer to look at the proposed locations for new asphalt on trail areas. Thirdly he met with one of the asphalt contractors to clarify the recommended repair method (Dryco) and this contractor has subsequently submitted a revised proposal.
- E. **Speed Task Force:** Bonnie Laderman and Sharon Theofelis reported that the monitor will be put in two additional areas for a week each as more data is being gathered. Whether knowing the “average speeds” was helpful information was questioned.

## VI. FINANCIAL REPORT

- A. **Treasurers Report:** Rick Jordan reviewed the financial reports for the month ending May 31, 2015. Nothing out of the ordinary was reported. The Association is under budget year to date by \$22,289.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Rick/Bonnie) to approve the Reserve Expense Authorization for a reserve

expenditure made in May 2015 as listed in the financial reports. The motion was unanimously adopted.

- C. **Lien Resolution:** There are two pending liens which will be considered next month when back-up information is available.
- D. **Bank Statements:** The Board reviewed the bank statements as they do on a quarterly basis per the request of the fidelity bond insurance carrier.

## VII. UNFINISHED BUSINESS

### A. **Drainage Repair (Construction Defect) Updates:**

- **Area #14 – Chasen Court:** Owners had no objections to revised plan. Cost did not exceed originally approved proposal. In fact was approximately \$1,500 less expensive. This area is complete. Asphalt is patched but not in great shape due to initial construction.
- **Area #1 -Behind 5131 Wedgewood Way:** Change order was needed to extend the work area which was approved at the 6/1 meeting.
- **Area #2 – From top of the drain area near Lariat Ct. and Coldwater Drive down to Clubhouse Dr.:** Change order was needed to extend the work area and was approved at the 6/1 meeting. Sheep got into this area during grouting phase and caused some damage which ESR fixed at no extra charge.
- **Area #3 - Next to 2380 Clubhouse Drive:** Management was contacted by South Placer Municipal Utility District on 6/2 about Area #3 with concern that ESR is getting ready to start work there and plans to put pipes in the ground that will or could affect their sewer lines. The Association's new drain will cross their sewer lines in several places. SPMUD requested chance to review engineered drawings of the planned work before it gets underway. Rick Holsinger and ESR were notified.
- **Area #7 – Off Black Oak Trail by Red Hawk Ct. Entry:** ESR is working on this area now and recommended a Change Order (#8) to extend the area by 50 feet. Pending change orders will be discussed in Executive Sessions under "Contracts".
- **Area #5 - Next to 2400 Clubhouse Dr.:** Work is complete. One approximately 20 foot area of v-ditch was needed where the old one crumbled by rocks tumbling down the hill in that storm.
- **Area #15 – Wetland Permitting/Permission:** ESR, Rick Holsinger, Jim Gibson (HOAs Wetland Consultant) Nancy and Caitlyn from the Corps

of Engineers and I met on 6/19 to discuss whether wetland permit is required for Area 15 (above Vivien Way by bridge). There were originally three areas that would have been affected by the possible requirement for permits and going through the process to obtain them, but Area 15 is the only area that is wetlands in the current approved work. This is because one was Area 14 which was revised and didn't need permits after all (scope changed and final approved plan did not extend into the wetlands), and because one was Area 4 which was cancelled. For area 15 the Army corps wants a totally revised scope and ESR is going back to the drawing board. What was suggested that might be approvable and would not need permits is to widen the banks of the drainage area and install a bio-mat that has mesh and seeds and stuff to slow erosion on them.

- B. Dry Rotted Posts on Iron Fencing:** After reviewing competitive bids to replace 75 posts and 30 top caps, a motion was made, seconded (Bonnie/Rick) and unanimously adopted to approve the bid from River City Restoration at a cost of (not to exceed) \$13,350 with the caveat that the contractor supplies his own water.
- C. Proposed Towing Policy:** It was suggested by management that this policy be worked into the next Owner's Manual Update and not be mailed out separately again for the required 30-day review. The consensus of the Board was to indefinitely table this matter.
- D. Boy Scout Benches – Memorial Plaques:** The Board considered a suggestion that was discussed with the scout doing the three benches of giving owners the option of having a memorial plaque on one or more bench to help fund the project. A motion was made and seconded (Rick/Chris) to approve this in concept but to leave the logistical arrangements to the scout. The motion was unanimously adopted.

## **VIII. NEW BUSINESS**

- A. Painting Project – Iron and Wood Fencing:** The Board reviewed proposals for painting of iron and wood fencing that WOCA is responsible for other than the gates that were painted last year. This item was tabled. The major part of the painting project scope will be tabled until spring of 2016 and the smaller items such as pool area and fence staining in Units 39 and 44 will be considered at the next meeting.
- B. Proposed Tree Removals:** The Board reviewed an estimate and input from the Association's preferred Arborist, Arborwell, regarding several dead and dying trees. A motion was made and seconded (Rick/Sharon) to approve the proposal for \$593. The motion was unanimously adopted.

- C. **Gate Code Change Requests:** The Board reviewed correspondence by owners living near Gate #14 requesting that the gate codes be changed again due to recent trespassing incidents. A motion was made and seconded (Bonnie/Sharon) not to approve the request. The motion was unanimously adopted.
  
- D. **Architectural Appeal – 3005 Western Way:** The Board considered a request by a Homeowner to use “Mendocino Hills” as the body color when repainting the home. This color was approved as a variance at 3812 Heather Court recently. A motion was made and seconded (Bonnie) not to approve the request. The motion failed for lack of a second. A motion was made and seconded (Chris/Sharon) to approve the request and add this color to the palette. The motion was adopted on a 4 to 1 vote with Bonnie voting against it.
  
- E. **Annual Meeting Plans – Appoint Inspectors:** A motion was made and seconded (Sharon/Bonnie) to appoint Bea Morrow, Rosalie Hayman and Susan Boeck to serve as the Inspectors of Election for this fall’s board election. The motion was unanimously adopted.
  
- F. **Annual Meeting Plans – Appoint Nominating Committee:** A motion was made and seconded (Bonnie/Chris) to appoint Bob Jones and Sharon Theofelis to serve as the Nominating Committee for the upcoming board election.

**IX. CORRESPONDENCE**

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

- **Letter from Penders – 4506 Pheasant Lane:** The Board reviewed a letter regarding the parking and perceived safety issues related to High School students parking on Hillcrest and walking through the open space area to the school. The Board has sought legal counsel and will be meeting with the school district in August to discuss the situation. Stan Laderman noted that when he and Eva McLain met with the school in the past, and the school did not enforce the border. Much discussion ensued. It was debated whether some of that area is not wetlands.

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

- **Grazing Program:** A Homeowner asked about the number of complaints from owners that wanted their lots grazed. There were many.

- **Video Cameras:** An Owner suggested an additional camera be installed at the “short cut” area. Identifying the people walking through the area is part of the problem with this idea.

**XI. ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 8:15 P.M. The next Board of Director’s open meeting will be the on August 5, 2015 at 6:00 p.m. at the Oaks in Springfield: 2801 Springfield Blvd., Rocklin, CA.

*Approved by the Board of Directors*  
  
Secretary

*Aug. 5 15*  
Date