



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES January 6, 2016 - 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 Rick Jordan.

DIRECTORS PRESENT: The following Board Members and management personnel were present as well as approximately eight other Homeowners. 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.

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

II. **APPROVAL OF MINUTES:**

A motion was made and seconded (Sharon/Chris) to approve the minutes of the December 2, 2015 Board of Directors Meeting as drafted. The motion was unanimously adopted.

Waive fines for 3105 for storage pod

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

- **Executive Session Meeting:** It was reported that on December 7th the Board met in Executive Session to discuss compliance issues, contracts, legal/litigation, and collections.
- **Drain Cleaning Project:** Rick Jordan and Vicky toured all of the drain cleaning areas with Mark from Engineered Soil Repairs to look at them and see that they were all cleared out. While the work was being done there were

some heavy rains which brought more stuff down the hills and into the drains, which ESR cleaned out (again) at no extra charge.

- **New Entry Sign:** The new sign at Lake Tahoe Ct. looks good.
- **Gate vs. Vehicle Incidents:** Updates were given on each of the three recent gate vs. vehicle incidents. In all three cases, insurance companies have paid the claims.
- **Lien Issue – Unit 44:** A Unit 44 Homeowner notified our office that someone filed a blanket lien on all of the homes in the Unit 44 neighborhood. The Owner of 2147 Sterling was sent a letter and is working on getting the matter resolved.
- **Wetland Work Protocol:** The Army Corps recently said that our requests should be coming from the Wetland Conservancy Board. This was discussed by the Conservancy Board and its Attorney, and a letter has been sent to the Army Corps of Engineers clarifying the role of the Wetland Conservancy.
- **Accounting Items:** Jim Gibson agreed to waive the “Bookkeeping Fee” that was discussed last month. Also, after discussing the issue about the tax percentage A&D Gates was charging with your CPA and the Board of Equalization, we talked to them about it. They have adjusted the amount of tax they are charging from 8.25% to 7.5% and have credited the Association the difference.
- **Tree Work:** The fire access area open space willow tree with roots invading Springfield near the Lake Tahoe Court gate is being removed at a cost of \$600.

IV. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported that the December Agenda was short with only five items which he briefly reviewed. The committee continues to work on the proposed revised Architectural Rules.
- B. **Landscape Committee:** The Board reviewed the minutes of the December 9th meeting.
- C. **Finance Committee:** No report was given as no meeting was held in December.
- D. **Trail Committee:** No report was given as no meeting was held in December. The committee is monitoring the trails during the winter weather.

- E. **Speed Task Force:** The task force met and an update will be given at the upcoming joint Springfield and Whitney Oaks Board Meeting.

V. **FINANCIAL REPORT**

- A. **Treasurers Report:** Rick Jordan reviewed the financial reports for the month ending November 30, 2015, highlighting account balances, monthly and year-to-date income vs. expenses. The Association is over budget year to date by \$40,703. Year to date expenses are under income by \$4,125.
- B. **Reserve Expense Authorizations:** Motions were made and seconded (Sharon/Rick) to approve the Reserve Expense Authorizations for reserve expenditures of as listed in the financial reports. The motion was unanimously adopted.
- C. **Account Signers:** A motion was made and seconded (Sharon/Rick) to authorize all board members as signers on the Association's bank and investment accounts. The motion was unanimously
- D. **Bad Debt Write Off:** A motion was made and seconded (Sharon/Bob) to approve a bad debt write off authorization in the amount of \$512.86. The motion was unanimously adopted.

VI. **UNFINISHED BUSINESS**

- A. **Speed Bumps:** The Board reviewed correspondence and discussed whether to install speed bumps at gate entry areas that have had a lot of gate vs. vehicle incidents. No action was taken.
- B. **Hillcrest Pool Fence Replacement:** Vicky reported that a 7' high fence may not be permitted by the City of Rocklin. The City is getting clarification/interpretation on whether the pool is considered to be in a residential or commercial zone. If residential, the tallest a pool fence can be is 6' high. If commercial, it can be up to 8' high. A motion was made and seconded (Chris/Sharon) to approve installing a 6' fence if the City of Rocklin will not allow a 7' foot fence. The motion was unanimously adopted.
- C. **Open Space Tree Behind 4311 Newland Heights:** The Board discussed whether to have the tree in the open space behind this home trimmed. A motion was made and seconded (Chris/Bob) after reviewing arborist opinions not to trim the tree. The motion was unanimously adopted.

VII. NEW BUSINESS

- A. Architectural Appeal – 3700 Black Oak Dr. – Robin Hare – Patio Cover:** The Owner attended and expressed a willingness to change the plans to accommodate the Association. The neighbor behind this address expressed concerns about the reflective nature of aluminum. A motion was made and seconded (Chris/Rick) to approve the variance so long as the approved building permit is complied with, the height is not more than 10 feet, and the overhang is no more than 6” from the posts. The motion was adopted on a three to one vote with Bob Jones voting against.
- B. Architectural Appeal – 4050 Clubview Court – Driveway Width:** A motion was made and seconded (Rick/Sharon) to approve the request in accordance with the recommendation to do so from the Association’s Architect, Milton Goes. The motion was unanimously adopted.
- C. Architectural Appeal – 2552 Clubhouse Drive – Setbacks:** Mr. and Mrs. Cancimilla attended and reviewed their plans with the Board. A motion was made and seconded (Sharon/Bob) to approve the variance request. The motion was unanimously adopted.
- D. Hillcrest Pool Concrete:** A motion was made and seconded (Bob/Sharon) to approve the proposal from Lobo Construction for \$8,040 to replace rusty portions of the pool deck and the 4” plastic drain along the side of the fitness center with a metal one. The motion was unanimously adopted.
- E. Bender Board Replacement:** After a discussion about types of bender board and whether to convert to concrete, and after reviewing proposals, a motion was made and seconded (Chris/Sharon) to approve the proposals from Bianco Landscape Management to replace bad bender board in Units 39 and 44. The motion was unanimously adopted.
- F. Landscaping Time Frame After Construction – Whether to Change Rule:** The CC&Rs are difficult to amend, but the Board will consider adding more clarification about construction clean-up rules in the updated Architectural Rules (Design Guidelines). No action was taken.
- G. Gate Decorations – Whether to Put Non-Lighted Decorations at Gates:** The Board discussed this request from a Homeowner and decided not to get costs or decorate the gates.

- H. Confirm/Re-Appoint Committees for 2016:** A motion was made and seconded (Sharon/Bob) to confirm and re-appoint the committees as they currently exist. The motion was unanimously adopted.
- I. Meeting and Management Calendars for 2016:** The Board reviewed the meeting calendar and management's working calendar for the year 2016. A motion was made and seconded (Sharon/Rick) to approve it. The motion was unanimously adopted.
- J. Management Disclosure Form:** A form disclosing management representative's credentials was reviewed. Vicky Langer is a Certified Community Association Manager with the California Association of Community Managers. She is not a Realtor.
- K. Annual Emergency Meeting Resolution:** A motion was made and seconded (Sharon/Chris) to approve the proposed emergency email meeting authorization resolution by which Board Members give their written consent for the Board to hold any necessary emergency votes by email in 2016 (decisions must be unanimous). The motion was unanimously adopted.
- L. Tree Injections/Fertilization Proposals:** The Board reviewed proposals from three companies to inject trees with "Merit" for fruit reduction and aphid prevention as well as to fertilize the trees throughout the gate areas. A motion was made and seconded (Chris/Sharon) to approve the merit injections for a cost of \$8,255. The motion was unanimously adopted. Fertilization will be discussed at the next meeting.
- M. RFP for Grazing Work:** The Board reviewed the RFP that has been sent to several grazing contractors. Vicky is in the process of meeting with some of them.
- N. Wetland Consultant Inspection Annual Report:** The Board reviewed the annual report prepared by Jim Gibson, Wetland Consultant.

VIII. CORRESPONDENCE

Correspondence listed on the Agenda was reviewed. No action was taken.

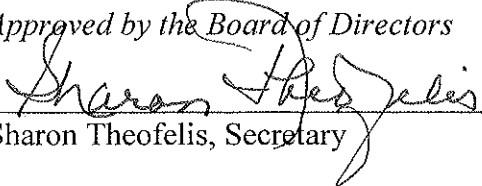
IX. HOMEOWNER FORUM: The following items were brought to the attention of the Board under this portion of the Agenda.

- Ken Morrow noted a tree directly across the canyon from his backyard (large oak) that may be dying. Management will ask an Arborist to take a look at it.

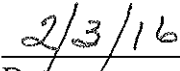
- A homeowner expressed a concern regarding potential traffic accidents at the entry/exit area of Gates 13 and 14. There is no stop sign for the people coming in and no yield signs for the people coming out. Management was asked to take care of this.

X. **ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 8:03 P.M. The next Board of Director's open meeting will be held on February 3, 2016 at 6:00 P.M. at the Oaks in Springfield: 2801 Springfield Blvd., Rocklin, CA.

Approved by the Board of Directors



Sharon Theofelis, Secretary



Date