



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION

### BOARD MEETING MINUTES

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

- II. **APPROVAL OF MINUTES:**

A motion was made and seconded (Bob/Sharon) to approve the minutes of the March 23 and March 2, 2016 meetings as drafted. The motion was unanimously adopted.

Richard Campbell was thanked for offering to help with putting fliers on student vehicles but it was determined by the Board that only management should be putting the warning fliers on vehicles.

- III. **SPECIAL GUEST - ROCKLIN POLICE DEPARTMENT**

Officer Greg Hilton and Sgt. Adrian Passadori, from the Rocklin Police reviewed trends, recent crime, patrols and strategies from 6:00 P.M. to 7:00 P.M., and answered various questions about multiple items. Police patrols do go through the gated community neighborhoods. The passage of Proposition 47 and other legislation that has reduced penalties, re-categorized (downward) types of crimes, and reduced the police department's ability to arrest people, have resulted in more crime. The de-criminalization of marijuana possession was also discussed. Statistics were reviewed. Crime has increased by approximately 20% this past year. Owners were urged to keep their residences well lit, to submit "vacation requests", and to say something if they see something (625-5400). The Officers noted that their department is understaffed and the community is growing. A Homeowner reported that mail was stolen from the Springfield community's outgoing mail box and thanked the officers for their response. Although Rocklin's crime rate has increased and Rocklin is an affluent area, it is very low

compared to other areas. Animal control should be contacted for daytime animal issues and police for nighttime issues. The Police Chief is asking the City Council for four additional officers.

**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. Items reported by Vicky in her report included:

- **Executive Session Meeting:** It was reported that on March 7<sup>th</sup> the Board met in Executive Session to discuss compliance issues, contracts, and legal/litigation.
- **Asphalt Project 2016:** Nick from DryCo Construction has inspected the areas on this year's schedule for asphalt work. Nick provided square footages for sealcoating, crack sealing, repairs, and striping that we are using to solicit bids.
- **Fence Staining in Units 39 and 44:** The ARC Chairman and management agreed that the Storm product, semi-solid stain in the "Morado" color was the best choice considering the age of the fences and the colors in these communities. Project nearly complete.
- **3808 Sylvan Drive – Appeal:** At the March ARC meeting the committee reconsidered the request and after looking around the neighborhood, approved lights on top of the two columns by the walkway for a total height not to exceed 42". The other two columns were removed by the Homeowner.
- **Drain on Pleasant Creek:** A ponding issue near 3527 Pleasant Creek was addressed.
- **Trespassing at Gate 13/14 Area:** Many evenings kids come into the community, park their cars on Black Oak Drive (both in the Springfield area to the left – Gate 13 – and in the WOCA area to the right – Gate 14) and go across the street to the city park area. They damage the gates by manually pushing them open. Therefore the security company has been asked to check on this.
- **Trees:** A leaning oak tree over the Clark Dominguez trail was removed at a cost of \$650. Three trees fell during the rain/wind storm on March 5<sup>th</sup>. One was on Whitney Oaks Drive between Clubhouse W. and Abby Road. BLM cleaned it up. One was in the large orchard, and one was in the small orchard. Also two pear trees in front of 3720 Abby Court were removed that had roots that were going to destroy the irrigation boxes next to them. Thirdly, the owners of 3717 and 3719 Abby Court have requested removal for 2 trees. One is right next to the back gate of 3717 and one is near the front door of 3719. These removals were approved by management.
- **Paint Palette Update:** The Board voted to move forward with updating the approved paint palette to match the current Kelly-Moore brochure. This would mean adding five colors that could be used anywhere on the homes and six colors that could be used for trim, front doors and shutters (some for front doors and shutters only) and removing seven colors from the "Historic Lifestyles" brochure. Notification has been posted and mailed out for adoption at the May 4<sup>th</sup> meeting.

- **Crest at Park:** Another vehicle crashed into the wall behind 2415 Horseshoe Court. After the last incident two boulders were put in the landscaped area by the sidewalk. The second crash was 10 feet from the new boulders. Insurance of driver's vehicle has been contacted and has reimbursed the Association for the wall and landscape damages. Also, a wall on Park at Lake Tahoe Court was hit two days later. This one was the responsibility of the City of Rocklin.
- **Drains:** After a weekend of pretty steady rains, it was noted that the drain at the bottom of the V-Ditch on Stone Temple Court was clogged. BLM attempted to clear it but was not able to, so ESR cleared the drain for \$750. A drain from behind 2731 Clubhouse Drive that goes to a wetland area on the golf course and one on Hood Road, backed up from the stream at the end of the road where the drain looked to be clogged. These were the responsibility of the golf course.
- **Gate Motor Issues:** Recent issues with Christi boxes (ground junction boxes) were reported. Some have had water or moisture in them (which creates problems), some have had splicing issues, and in one case two gates were tied together to one breaker. This last noted issue was a problem at Gates 13 and 14. Jeff bought a piece of equipment to help find the Christi boxes as some are difficult to locate, empty, missing or were never installed.
- **Security Transition:** A contract has been ironed out and the new security company, Paladin Private Security, is getting up to speed.
- **Wrought Iron Fence Painting:** A contractor is measuring all the fences in the areas the Association is partially or wholly responsible for. Bids will be solicited soon.

#### IV. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported on the items discussed at the March meeting. The committee met for nearly three hours in March. Eric discussed the types of items that were reviewed. Some of the applications are "after the fact" because they were caught doing unapproved work. Other applications (especially landscape renovations) were noted as having insufficient drawings. There is some concern about the increasing number of Homeowners requesting approval for tree removals because the roots are damaging concrete. The committee is providing newsletter material regarding how to water trees to encourage downward root growth. The committee is asking Owners for Arborist input for large tree removal requests. Surface roots may be a result of surface watering but also reflective of the type of soil and the rock that is not far below the soil. Management was asked to get an answer from the Association's legal counsel on whether the ARC can require Arborist input before tree removals.
- B. **Landscape Committee:** The Board reviewed the minutes of the March meeting. Richard Campbell gave a report highlighting the irrigation system has been tested and is ready for spring. Plans for landscape remodeling of 6 gate areas are being obtained. The committee is going to meet at the

Hillcrest Pool area this month and do a drive/walk around. Gate areas are going to be divided up between committee members for quarterly review.

- C. **Finance & Trail Committee:** No reports were given by the Finance Committee, Trails Committee, or Speed Task Force. Richard Conrad will be asked to include all members of the committee when coming up with this year's recommendations

V. **FINANCIAL REPORT**

- A. **Treasurers Report:** Bonnie Laderman reviewed the financial reports for the month ending February 29, 2016, highlighting account balances and monthly and year-to-date income vs. expenses. For the year-end, expenses are under budget by \$36,104 and under income by \$33,592
- B. **Loss Tolerance Policy – From Finance Committee Meeting:** This item will be discussed with UP Capital Management at a joint Finance Committee and Board of Directors Meeting on April 28, 2016.
- C. **Reserve Expense Authorizations:** A motion was made and seconded (Sharon/Bonnie) to approve all of the February reserve transfers. The motion was unanimously adopted.
- D. **Lien Resolution:** In accordance with Civil Code 5673 a motion was made, seconded (Bob/Sharon) and unanimously adopted to authorize and instruct the Association's collection service to record a lien in the full amount of unpaid assessments, late charges, interest, and collection fees and costs against that property owned by the members listed on the Association's delinquency report dated December 31, 2015 and who are, or become, delinquent beyond 60 days. This authorization shall only apply to those members who have been properly noticed of their delinquent assessments and of their rights as delinquent members in accordance with Civil Code 5660. The Board further authorizes any director to sign and date any and all lien authorization forms as may be required for those delinquent members so noted in these minutes as identified by their Association account numbers: 46805, 662269 467946, 468576, 701157, and 824962

VI. **UNIFNISHED BUSINESS** None.

VII. **NEW BUSINESS**

- A. **Asphalt Issue on Clubhouse Drive:** After a discussion a motion was made and seconded (Bob/Bonnie) to approve the proposal from California Pavement Maintenance to repair an area of concrete and asphalt on Clubhouse Drive near Woodhouse Court. The motion was unanimously adopted.

- B. Pool Monitors for Summer:** A motion was made and seconded (Rick/Sharon) to approve the Custom Care proposal to provide pool monitoring services for the summer.
- C. Proposed Dead Tree Removal Behind 3752 Coldwater Drive:** After a discussion, a motion was made and seconded (Bob/Bonnie) not to approve the proposed tree removal at a cost of \$1,050.
- D. Carpet for Fitness Center:** After reviewing two proposals, a motion was made and seconded (Rick/Bob) to approve the proposal from Premier Design Carpet to replace the carpeting in the Hillcrest Fitness Center at a cost of \$2,090. The motion was unanimously adopted.
- E. Street Sweeping:** A motion was made and seconded (Bonnie/Rick) to have the streets cleaned by Wells Sweeping Service three times during the remainder of 2016 at a cost not to exceed \$2,362.50 per servicing. The motion was unanimously adopted.

**VIII. CORRESPONDENCE**

Correspondence listed on the Agenda was reviewed. Subjects included a request for security cameras at Gate 14, an email from Wetland Consultant Jim Gibson regarding Old Oak Tree Way, and a complaint about the LED street lights. No action was taken.

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

- **School Access Through Cut-Through:** Richard Campbell asked about and the status of the proposed fence agreement with the school district was discussed. No agreement was reached. His issue is that a gated community is supposed to be fenced and no fence exists in that area. Ken Morrow also brought up the wetland trespassing issue and urged the Board to put in a fence.

**X. 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 held on May 4, 2016 at 6:00 P.M. at the Oaks in Springfield: 2801 Springfield Blvd., Rocklin, CA.

*Approved by the Board of Directors*

*Sharon Theofelis*  
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 Sharon Theofelis, Secretary

*May 4 16*  
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 Date / /