



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES

July 6, 2016
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 10 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	
Sharon Theofelis	Secretary	Absent
Bonnie Laderman	CFO	
Bob Jones	Member at Large	
Mimi Menzies	The Management Trust	
Vicky Langer	The Management Trust	

II. **APPROVAL OF MINUTES:**

A motion was made and seconded (Chris/Bob) to approve the minutes of the June 1, 2016 regular Board Meeting as drafted. The motion was unanimously adopted.

III. **MANAGER'S REPORT:** Vicky Langer 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 included:

- **Executive Session Meeting:** On June 6, 2016 the Board met in Executive Session to discuss compliance issues, contracts, and delinquencies. The Board also met in Executive Session on June 15th with a contractor to discuss the grazing contract status.
- **Foreclosure Resolution:** The Association previously recorded a lien against Parcel #368-130-029-000. The Association authorized the association's collection agency to foreclose on the lien to recover the delinquent amounts and any late fees, interest charges, and other collection-related amounts. The resolution was adopted by the Board of Directors at the executive session held on June 6, 2016.

- **Wrought Iron Painting Project:** Management is working to get cooperation from Springfield and the Golf Club to split the costs of painting and repairs for the fences that are shared. Progressive Painting is gearing up to start the project with the items that WOCA (not shared with either Springfield or the golf course).
- **Dead Tree Removal Request – Wetlands Area Behind 4010 Legend Dr.:** The Wetland Conservancy Board and the Army Corps of Engineers approved the proposed tree removals (3) leaving the stumps in place in the wetlands behind 4010 Legend Drive.
- **Tree Removals:** A dead tree in the backyard fence at 2926 Old Oak Tree Way, a dead tree at 3703 Abby Ct and a tree at 3700 Abby court with invasive roots were approved for removal. Landscape contractor BLM is working on a plan for the turf area that was infested with roots.
- **Pool Deck Power Wash:** The pool decks have become somewhat slippery due to a build-up of sunscreen. Robb’s Pool was asked to power wash the decks at both pools to remove the slip hazard.
- **Fallen Tree:** On June 6th a very large tree on Park Drive near the exit of gate #9 lost a very large limb that cracked and started to fall but came to rest on the smaller liquid amber trees next to it. Also a smaller limb fell on the other side on top of our wrought iron fence. The tree belongs to WOCA so the Association had the limbs removed.
- **Grazing Project Wrap Up:** Lee Hazeltine, the grazing contractor. met with the Rocklin Fire Dept. the week of June 6th and met with the Board on June 15th to discuss the progress and optional additional grazing work which the Board approved.
- **Annual Meeting Plans:** Candidate Night is set for October 12th. Candidate statements (Self Nomination Forms) will be mailed with the August newsletter. Bob and Sharon have expiring terms. The Annual Meeting date is set for November 14th. Bea Morrow has indicated that she will not serve again this year as “Inspector of Elections” Terry Baldwin and Pat March were asked about their availability but are not available. Rosalie Hayman was also asked and is available for this.

IV. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported that the ARC met for 3 hours in June. Several solar applications were approved some landscape plans were denied, and other items were approved, denied, or conditionally approved, as noted in the minutes. Eric discussed the committee’s considerations when reviewing landscape plans with the Board. The Board suggested examples, design ideas, be included in the proposed new guidelines. The Board discussed the possibility of requiring owners without dead lawns to put some kind of ground cover down.

- B. Landscape Committee:** The Board reviewed the minutes of the June 8th meeting. Richard Campbell reviewed the portion of the meeting that was set aside to discuss the landscape maintenance contract and performance with BLM. It was decided that due dates will be given with landscape maintenance requests. Anti-hammer valves will be used on RCV replacements in the future at an additional cost of \$50 each (\$350 total each).
- C. Finance Committee:** The Board reviewed the minutes of the May 26th meeting. Bonnie reported that UP Capital will attend the July 28th Finance Committee Meeting and all Owners are welcome to attend.
- D. Trail Committee:** Richard Conrad reported that a scope has been drawn up for this year's improvements to the drainage alongside the trails. He is working on getting a scope together for asphalt work on trails as well.

V. FINANCIAL REPORT

- A. Treasurers Report:** Bonnie Laderman reviewed her CFO report and the financial reports for the month ending May 31, 2016, highlighting account balances and monthly and year-to-date income vs. expenses. Expenses are under budget by \$67,106 and under income by \$73,715.
- B. Reserve Expense Authorizations:** A motion was made and seconded (Bonnie/Chris) to approve the May reserve transfers in an amount of \$21,832. The motion was unanimously adopted.
- C. Lien Resolution:** In accordance with Civil Code 5673 a motion was made, seconded (Bonnie/Chris) 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 May 31, 2016 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: 468385, 468447, and 468453

VI. UNFINISHED BUSINESS

- A. V-Gutter Maintenance:** Information is being sought from Bianco Landscape Management with regard to the locations of the V-ditches with the most cracks.

VII. NEW BUSINESS

- A. **Architectural Rules:** The Board reviewed a first draft of proposed revised Architectural Rules. It was the consensus of the Board to set up a meeting for the Board and members of the Committee to go through the documents.
- B. **Whether to Convert Locks at Hillcrest Fitness Center and Pools:** Chris is getting recommended specifications together. Management will get costs once these are received.
- C. **Whether to Pursue Bar Code Sticker Gate Entry System:** The Board discussed the estimated \$13-\$14,000 cost per gate to install a bar-code entry system equipment at each gate. Management is awaiting more information on an alternative (less expensive) option as well.
- D. **Architectural Appeal – Landscape Rocks – 5117 Wedgewood Way:** Homeowner, Chris McKay, explained why he thought the proposed decorative rock should be approved. The rock is “Sonoma Gold” in color. Concerns were voiced about the look of the rock if it were to be used throughout the community. The Board decided that at the end of this meeting it would adjourn the meeting to, and reconvene it on, the following Monday evening at 5:50 PM at the golf club. Board members will vote on the matter then after taking a look at the front yard and the proposed area for the rock.
- E. **Swimwear – Appropriateness of Thongs:** After a discussion of what public pool policies exist, a motion was made and seconded (Bonnie/Rick) to determine that bottoms/buttox must be covered by swimwear and that thongs are not appropriate swimwear. The motion was unanimously adopted.
- F. **Appoint Inspector of Elections:** A motion was made and seconded (Chris/Rick) to appoint Rosalie Hayman to serve as the “Inspector of Elections” for the November Annual Meeting. The motion was unanimously adopted.
- G. **Springfield Request for Community Signage:** Larry Digmon from the Springfield Board of Directors explained why they would like signs indicating that Springfield is an age restricted community be placed at the nine gates going into the Springfield areas. A motion was made and seconded (Rick/Chris) to approve letting Springfield install signs in mutually agreeable locations (to be determined). The motion was unanimously adopted.
- H. **Red Curb Painting at Units 39 & 44:** Bids for painting the curbs in these two neighborhoods were reviewed. A motion was made and seconded (Chris/Bob) to approve the proposal from Progressive Painting at a cost of \$5,575. The motion was unanimously adopted.

- I. **Engineering Info and Ponding Water in Gutters:** The Board reviewed a proposal from Engineered Soil Repairs, Inc. to install two new storm drain boxes at 2847 and 2851 Hillcrest Road for \$46k or to add 480 linear feet of V-ditches at a cost of approximately \$100k. It was the consensus of the Board to have the area cleaned once a month in months when water accumulates.
- J. **Street Parking Variances:** After Rick reviewed information from the Deputy Fire Marshall regarding the width of streets, a motion was made and seconded (Rick/Bonnie) not to approve the pending On Street Parking Variance Requests from the Owners of 3200 Thistle Court and 3340 Black Oak Drive. The motion was unanimously adopted.

VIII. CORRESPONDENCE

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

IX. HOMEOWNER FORUM: The following items were brought to the Board’s attention:

- **Width of Streets and Parking Restrictions:** Rick Jordan brought up a concern about the width of some of the streets in the Association and whether parking should be allowed in these areas. He will get more information on this.
- **Gate Bar Code Entry System:** Further questions and discussion about this was had.

X. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:50 P.M. to be reconvened at 5:50 PM at the Golf Club Restaurant at 2305 Clubhouse Drive on 7/11/16. The meeting was reconvened at that time and location.

XI. RECONVENED MEETING: The meeting was reconvened and called to order on Monday, July 11, 2016 at 5:50 P.M. by Board President Rick Jordan.

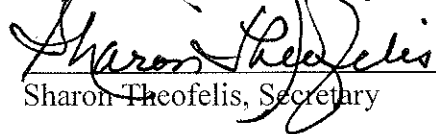
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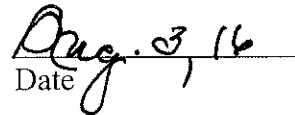
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Sharon Theofelis	Secretary	Absent
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A. **Architectural Appeal – Continued:** Chris McKay met with the Board from 5:50 PM to 6:00 PM to continue discussion of his appeal of the ARC's denial of his request for Sonoma Gold rocks in front yard landscaping. Chris made recommendations with regard to changing the ARC rules. A motion was made and seconded (Rick/Bonnie) not to overturn the ARC's decision denying the proposed decorative rock. The motion was unanimously adopted.

XII. The next Board of Director's open meeting will be held on August 3, 2016 at 6:00 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 July 6, 2016 as approved by the Board Members in attendance of a duly noticed Board meeting.


Sharon Theofelis, Secretary


Date