



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES

September 7, 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 20 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
Sharon Theofelis	Secretary
Bonnie Laderman	CFO
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 August 3rd July 28th and July 25th 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 Report:** On August 1st the Board met in Executive Session to discuss compliance issues, potential litigation, and delinquencies. On August 22nd the Board met in Executive Session to discuss management services contracts.
- **Drainage Work:** New large “rip rap” was installed at the bottom of the drain coming down from Wedgewood Way has been installed per approved proposal from Engineered Soil Repairs.
- **Asphalt Project:** The project and follow up items have been completed.

- **Clubhouse Drive Construction Area Vandalism:** Vandals had been pushing the port-a-potty down the hillside into the pond area and recently smeared industrial grease on the sidewalk. Chris asked that curbing be repaired/replaced by ESR where damaged before payment for work at this area is made.
- **ARC Guidelines:** I've put this off until the October meeting since this Agenda is so full.
- **Tree Trimming:** The fall tree trimming recommendations list has been compiled and sent out to tree companies for bids. This will be on the October Agenda.
- **Wrought Iron Painting:** The painting project is underway. Springfield is obtaining additional bids for work that is to be shared with WOCA.
- **Damaged Wheelchair Ramp Railing:** Paladin Private Security damaged a railing at the Black Oak Pool and reported it. The cost for repair was minimal and is being paid by Paladin.
- **Gate 17 Damage:** A vehicle hit gate 17 a few weeks ago without reporting it. The cost to repair the gate was \$2,646.
- **3109 Monarch Ct. Tree of Heaven Issue:** The Wetlands Consultant, Jim Gibson, met with the Homeowner and Vicky at this address (not WOCA but backs up to WOCA open space/wetlands). This work was done by Eco Landscape and Tree at a cost of \$450.
- **Granite Trail – Dead Oak Over Trail:** There is a dead tree hanging right over the Granite Trail which probably should be removed. An arborist has been asked to look at it and provide a cost for removal.
- **Interesting Tree Situation on Granite Trail:** An oak tree died and fell into a living oak tree and they both were entangled. Cost to remove the dead tree from the living one (leaving the wood in the open space) was \$500.
- **Tree Down at 2365 Clubhouse:** This large portion of a homeowner's oak tree fell across Clubhouse Drive. Homeowner was contacted and the tree was promptly removed.
- **Drainage Channel Problem:** Plans/specification to address an area of concern next to 2010 Shady Trail Ln. are being prepared by Rick Holsinger (Consultant on Drainage Defect work). The plan is to divert the water coming out of the HOA drain to the left (put in some rocks) and the direct the water down the hill more towards the middle of the open space area rather than next to the owner's side yard where it has created a giant rut.

IV. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported that there were 15 items considered at the August meeting. Five out of six landscape plans were denied due to insufficient information/plans.
- B. **Landscape Committee:** The Board reviewed the minutes of the August 10th meeting. Richard Campbell highlighted the status of several items including the concrete edges at the Vivien Park and noted that the committee recommends using cobble in place of the broken up edges. Various irrigation issues are being resolved. This morning management and two members walked Unit 39 and Unit 44 to look for and compile a list of planting needs.
- C. **Finance Committee:** The Board reviewed the minutes of the August 25, 2016 meeting and Vicky highlighted various items, including that the committee reviewed draft reserve study updates and that Bill Twelker has resigned from the committee.
- D. **Trail Committee:** Richard Conrad reported that the main focus has been obtaining and analyzing bids for the recommended trail work. A bid for asphalt installation on the Black Oak Trail and two bids for drain and DG work on the trails were reviewed. The committee recommended the bid from Dryco for the asphalt.

V. FINANCIAL REPORT

- A. **Treasurers Report:** Bonnie Laderman reviewed her CFO report and the financial reports for the month ending July 31, 2016, highlighting account balances and monthly and year-to-date income vs. expenses. Expenses are under budget by \$6,753 and under income by \$25,554.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Sharon/Chris) to approve the July reserve transfers in an amount of \$18,902. The motion was unanimously adopted. The motion was unanimously adopted.
- C. **Reserve Study Updates:** Draft study updates for the four cost centers were reviewed. A motion was made and seconded (Chris/Sharon) to approve the reserve studies for 2016 as presented. The motion was unanimously adopted.
- D. **Lien Resolution:** In accordance with Civil Code 5673 a motion was made, seconded (Rick/Bonnie) 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 July 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: 828778

VI. UNFINISHED BUSINESS

- A. **Irrigation Controller Cartridges Installed in 2015 – Whether to Upgrade:** No action was taken. After a discussion, the consensus of the Board was not to upgrade the cartridges on the new installers.
- B. **Street Width and Parking Concerns – Review List of Most Narrow Streets:** This item was tabled to the next meeting. Board members will look at the narrow streets on the list provided by management.
- C. **Whether to Propose Rule Change re: Boat/RV/Trailer Parking:** A motion was made and seconded (Bob/Bonnie) to move forward with proposed rule revision that would limit the number of times boats, trailers and RVs can be parked in the community by each resident for cleaning and loading to once per month. The motion was adopted on a 3 to 2 vote. Rick and Chris voted against it.
- D. **Election Update – Candidate Statement Review:** Vicky announced that the number of candidates is equal to the number of vacancies on the Board for the November Annual Meeting and board member election. The Board discussed the awarding of door prizes and agreed that door prizes should be limited to one per household.
- E. **Wetland Conservancy Agreement:** The Board reviewed the “Revised Supplemental Declaration for Natural Open Space Management Within Whitney Oaks” as well as the “Funding Agreement for the Wetlands Conservancy”. No action was taken.

VII. NEW BUSINESS

- A. **Whether to Cancel Daytime Parking (Security) Patrols in Hillcrest Neighborhood:** After a discussion a motion was made and seconded (Rick/Chris) to cancel the current daytime security services for the time being. The motion was unanimously adopted.
- B. **Architectural Appeal – 2020 Shady Trail – Large Net on Golf Course Side of House:** Homeowner, Mr. Dhillon, attended the meeting and discussed his concerns about errant golf balls and why he is requesting approval for the large net he installed without approval a few years ago. It was suggested that he talk to the golf course about the possibility of moving the tee box that is furthest back to a more forward position (or eliminating it). A Homeowner made a strong statement about her feelings that nets should not be allowed because

they negatively affect the aesthetics of the community. The consensus of the Board was to continue discussion of this at the October meeting.

- C. **Architectural Appeal – 3760 Black Oak Dr. – Driveway Widening:** Mr. Conway reviewed his appeal for a driveway extension that was put in without ARC approval. A motion was made and seconded (Chris/Sharon) to approve the 22' wide driveway contingent upon the owner staining the entire driveway and walkways with a stain color approved by the Architectural Committee. The motion was unanimously adopted.
- D. **3700 Abby Court Landscape Proposal:** A motion was made and seconded (Sharon/Bonnie) to approve a proposal from BLM to improve the landscape in front of 3700 Abby Court at a cost of \$1,520. The motion was unanimously adopted.
- E. **Trail Work – Asphalt and DG/Drains – Review Proposals:** After the other recommended trail work scope is ironed out by the Trails Committee and BLM bids using the prescribed format (so the bids can be accurately compared), the Board will vote by email on this.
- F. **Tree Removal Bid – 2436 Cody Court:** A motion was made and seconded (Sharon/Bonnie) to approve a proposal from Eco Tree to remove a dead tree for \$1,450. The motion was unanimously adopted.
- G. **Concrete Mow Strip Replacement at Vivien Park – Review Proposal:** A motion was made and seconded (Chris/Sharon) to use cobblestone to replace the broken up mow strip at the Vivien Park area.

VIII. CORRESPONDENCE

Correspondence listed on the Agenda was reviewed.

- A. **Emails to/from Various Owners re: School Fence at Hillcrest Pool Area:** Rick gave some history of and fielded questions about the area in question and the fence that the school recently installed to keep students from entering campus that way. Per the Facilities Manager, the Association could write a letter requesting an access route from Hillcrest to the school other than at the wetland creek area. The school district would not likely pay for it. Parents were encouraged to contact the school. After lengthy discussion, a motion was made and seconded (Rick/Sharon) to appoint an ad-hoc committee called the “School Access Committee” with Rick Jordan as Liaison/Chairman and including Kristi Verma, Wauneita Rau, and Greg Benzel, to look into the options and work with the school to come up with proposed solution(s). Rick would not be a voting member of the committee. The motion was unanimously adopted.
- B. **Email from S. Coopwood re: Enforcement of Watering:** No action was taken.

C. **Email from D. Tachis re: Input on Proposed RV Parking Rules:** No action was taken.

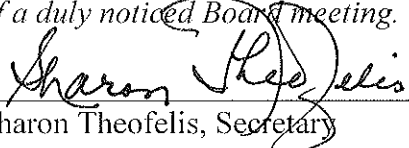
D. **Email from R. Niemi re: Towing Policy Concerns:** No action was taken.

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

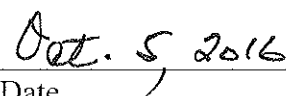
➤ **School Cut-Through:** Many owners made comments about the fence that was installed.

X. **ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 8:05 P.M. The next Board of Director's open meeting will be held on October 5, 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 September 7, 2016 as approved by the Board Members in attendance of a duly noticed Board meeting.



Sharon Theofelis, Secretary



Date