



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BUSINESS MEETING MINUTES

March 21, 2012 - 6:00 p.m.
The Oaks, Rocklin, CA

- I. **CALL TO ORDER:** The meeting was called to order at 6:10 p.m.
- II. **ROLL CALL:**
- a. **DIRECTORS PRESENT:**
- | | |
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| Stan Laderman | President |
| Eva McLain | Vice President |
| Julie Stadel | Secretary |
| Rick Jordon | Treasurer |
| Chris Willsher | Director |
- b. **ALSO PRESENT:** Julia Plummer, Association Manager, The Management Trust Kocal Division.
- III. **APPROVAL OF MINUTES:**
February 15, 2012 Meeting: Upon a motion duly made and seconded (Eva McLain/Julie Stadel) and unanimously carried, the minutes of the February 15, 2012 meeting were approved as written.
- IV. **HOMEOWNER FORUM:** Stan Laderman requested that the agenda be adjusted so that Homeowner Forum is moved to the end of Board meetings, and that homeowners be invited to provide input on agenda items after the Board discusses each item but before they vote on the item (as they do at the Springfield Board Meeting). The Board agreed to move forward as per Mr. Laderman's suggestion.
- V. **GRAZING UPDATE:** Association Manager Julia Plummer gave an update to those in attendance about the grazing project as follows: The project is coming along beautifully. There are approximately 3,500 sheep on site and 500 goats, and they are in 3 different locations. Because of the permit requirements to graze private owner lots, homeowner requests to have their lots grazed must be in writing and sent to Julia Plummer.
- VI. **MANAGER'S REPORT:** Julia Plummer, the Association Manager gave an update to all in attendance of the current activities of the association including Board decisions made in the previous executive session:
- a. The request for proposal will be sent out soon for security, asphalt sealing, replacement of the Hillcrest pool cabana, and security cameras at the gates.

- b. The street sealing in the Hillcrest Community, Tahoe Vista, Benjamin and Rebecca Courts will be done in July.
- c. The Board will be reviewing proposals for the construction defect repairs on the V-ditches at their May Board meeting.
- d. The Board will be reviewing proposals for bark replacement in units 39, 44, and the Black Oak Park at their may meeting.

VII. COMMITTEE REPORTS:

- a. **Architectural Review Committee:** Bonnie Laderman, chair of the ARC was present and reported on committee activity in February and March.
- b. **Landscape Committee:** Julia Plummer announced that the Landscape Committee has identified two areas within the community for landscape upgrades (gate 18 and the Black Oak Park) and we are currently getting proposals for the Board's consideration.
- c. **Finance Committee:** There was not a member of the Finance Committee present and the committee did not meet in March.

VIII. FINANCIAL REPORT:

- a. **Treasurers Report:** Rick Jordon reviewed and provided all present with a verbal/thorough financial report of the February month-end and the year-end financials including that the association's expenses are below budget.
- b. **Delinquencies:** The Board was provided information about delinquencies having received the AR report followed by an explanation/breakdown by Julia Plummer.
- c. **Lien Resolution:** Upon a motion duly made and seconded (Eva McLain/ Julie Stadel) and unanimously approved, the Board of Directors voted to approve all lien requests as submitted.

In accordance to Civil Code 1367.1 the Board of Directors hereby authorizes and instructs 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 member(s) listed on the association's delinquency report dated March 3, 2012 and who are, or become, delinquent in their assessments beyond 60 days. This authorization shall only apply to those members who have been properly noticed of their delinquent assessment and of their rights as delinquent members in accordance to Civil Code 1367.1. 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 number: TS12-10751, TS12-10752.

- d. **Reserve Expense Authorization:** Upon a motion duly made and seconded (Eva McLain/ Julie Stadel) and unanimously approved the Board of Directors voted to approve the Reserve Expense Authorization for attorney fees for the latent defect lawsuit.

IX. OLD BUSINESS:

- a. **Resident Parking on Streets:**
 - i. **Parking Rule Variance Requests/Procedures.** The Board received two letters from homeowners who requested a variance to

the 'no resident overnight parking on streets' rule. The requests were because they had more vehicles than they do space in their garage and driveway. **Upon a motion duly made and seconded (Chris Willsher/Julie Stadel) and unanimously carried, the board voted to allow both homeowners a variance to the parking rules to accommodate parking for their vehicles.** The Board agreed that each request for parking variances will be considered on a case-by- case bases. The Board also discussed the importance of defining "overnight parking" as it is not defined in the governing documents. **Therefore, upon a motion duly made and seconded (Rick Jordan/Chris Willsher) and carried by a vote of 3/2 (Julie Stadel and Eva McLain opposed), the Board voted to designate overnight parking as between the hours of 12:00 a.m. and 5:00 a.m. Because this is a rule change, Ms. Plummer will include notification of a proposed rule change in the April newsletter so that per California Civil Code homeowner will have 30-days to provide the Board their input regarding the proposed rule change. The Board will formally vote on the rule change at their May 2, 2012 meeting.**

ii. Security/Management Procedures for Enforcement: Association Manager Julia Plummer discussed that enforcing parking rules is very difficult without a database of homeowner vehicle information, and that in order to identify which vehicles belong to homeowners the association is paying to have DMV run plate information. **Upon a motion duly made and seconded (Stan Laderman/Rick Jordan) and unanimously carried, the Board voted to have all residents cars registered with the management office and provided management two months to research how to do so and at what cost to the association.**

iii. Guest Parking Procedures: This item will be discussed in more detail after the topic of registering resident vehicles is addressed.

- b. **Security in Springfield:** Eva McLain asked for confirmation as to why Springfield did not have security and whether Springfield residents paid for security services in their dues. Ms. Plummer reviewed the budget with the Board which reflects that Springfield residents do not pay for security as part of their monthly dues.
- c. **Security Request for Proposal:** The Board reviewed the security request for proposal. The Board asked Ms. Plummer to include Springfield in the request but to have it priced out separately. Upon a motion duly made and seconded (Eva McLain/Julie Stadel) and unanimously carried, the Board voted to approve the request for proposal for security and to have proposals received and reviewed for security for Springfield.
- d. **Basketball Standard Rule Variance:** Several homeowners of the Live Oak Court and Live Oak Lane neighborhood were in attendance and had signed a petition in support of a basketball standard variance for their neighborhood wherein they would be allowed to have two basketball standards on Live Oak Court and one on Live Oak Lane. After thorough discussion and upon a motion duly made and seconded (Julie Stadel/Chris Willsher) and passed by a vote of 3/2 (Stan Laderman/Rick Jordan opposed), the Board voted to allow the homeowners on Live Oak Court to

place two basketball standards in the court, and one homeowner on Live Oak Lane to keep a basketball standard in their driveway (but laid down every evening). This variance will be visited every 12-months or more frequently as needed.

- e. **Grazing:** For those who weren't present at the beginning of the meeting, Ms. Plummer gave an update on the grazing project.
- f. **Neighborhood Watch:** The Board discussed the incident that occurred within the community wherein a resident's home was burglarized and the importance of neighborhood watch programs within the community. Upon a motion duly made and seconded (Eva McLain/Julie Stadel) and unanimously carried, the Board voted to take steps to assist in developing neighborhood watch programs within the WOCA community.

X. NEW BUSINESS:

- a. **Approval of Asphalt Sealing Request for proposal:** The Board reviewed the asphalt sealing request for proposal for the next phase of asphalt work. Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the Board voted to approve the RFP and have management send it out for proposals.
- b. **Board Meeting Locations/Dates:** The Board discussed the need to conduct Board meetings in a more professional environment and reviewed the dates that other rooms within the Gables are available for WOCA Board meetings. Upon a motion duly made and seconded (Eva McLain/Julie Stadel) and unanimously carried, the Board voted to change the Board meeting date to the first Wednesday of each month in order to hold the meetings in the Oak Building in Springfield.

XI. HOMEOWNER CORRESPONDENCE: The Board reviewed a letter by a homeowner who was disappointed that the Board went forward with the grazing project despite the homeowner objections. The Board asked Ms. Plummer to send the homeowner a letter thanking the homeowner for their correspondence and informing the homeowner that while the grazing project is taking place, the homeowner's concerns were considered and steps have been taken that the Board felt addressed some of the homeowners concerns (such as more sheep moving through the community in a shorter period of time thereby causing less disturbance to the wildlife).

XII. HOMEOWNER FORUM: Several homeowners were present. One homeowner asked the Board to research installing barriers at the fire access road entrance on Stone Temple to prevent people from driving their cars up the road and using the area for non authorized (recreational) activity. Ms. Plummer will contact the fire department and provide information to the Board on how to move forward with this at the May Board meeting.

XIII. ADJOURNMENT: There being no further item of business to discuss, *upon a motion duly made and seconded (Eva McLain/Chris Willsher) and unanimously approved, the meeting was adjourned at 8:35 p.m.*

The next Board of Director's meeting will be on April 4, 2012 at 6:00 p.m. in the Oaks Building.


In an Executive Session of the Board of Directors on March 7th, 2012 the following was discussed:

- a. Third Party Contracts
- b. Homeowner Hearings (ARC Violations)
- c. Homeowner Dispute

In an Executive Session of the Board of Directors on March 21st, 2012 the following was discussed

- a. Homeowner Hearing
- b. Homeowner Dispute
- c. Third Party Contracts
- d. Homeowner Requests: Payment Plans

I, Julie Stadel, 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 March 21, 2012 as approved by the Board Members in attendance of a duly noticed Board meeting.


Julie Stadel, Secretary

Date 4-4-12