



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BUSINESS MEETING MINUTES

March 6, 2013 - 6:30 p.m.
The Oaks, Rocklin, CA

- I. **CALL TO ORDER:** The meeting was called to order at 6:00 p.m.
- II. **ROLL CALL:**
- a. **DIRECTORS PRESENT:**
- | | |
|---------------|----------------|
| Rick Jordon | President |
| Stan Laderman | Vice President |
| Bob Jones | CFO/Secretary |
| Eva McLain | Director |
| Julie Stadel | Director |
- b. **ALSO PRESENT:** Julia Plummer, Association Manager, The Management Trust Kocal Division.
- III. **APPROVAL OF MINUTES:**
- a. **February 6, 2013 Meeting:** Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the minutes of the February 6, 2013 meeting were approved with a correction in on Pg. 1, III wherein Stan Laderman's first name is listed twice.
- IV. **EXECUTIVE SESSION REPORT:** Julia Plummer, the Association Manager, reported on the following activity that occurred at the March 4, 2013 Executive Session:
At their meeting on March 4th the board visited a homeowner payment plan request, discussed small claims and superior court action, and approved a third party contract for superior court representation. The Board agreed to send 13 files to superior court for a total balance of \$47,500.
- V. **MANAGER'S REPORT:** Julia Plummer, the Association Manager gave an update to all in attendance of the current activities of the association as follows:
- A proposal was approved to have DG placed on the steps of the Granite Trail for a cost of \$750.00 – The total budget for trail maintenance is \$3,000.00 and to install DG on the trails is \$4,333.00 – proposals we've received thus far indicate a total cost of about \$4,500.00 to add DG on all trails, which is very close to the budget. Erosion control is our first priority, so we're getting proposals to take care of all erosion problems we're having first, and we have a small budget to repair erosion of

\$3,360.00. The Board will discuss this in more detail once we have all information which we anticipate will be at the April meeting.

- The Landscape Committee has identified the area of the large orchard that they would like the Board to consider modifying to reduce the size of the area being watered and save money on irrigation and irrigation repairs. The Board will review proposals at their next meeting.
- At their April meeting, the Board will be reviewing proposals for pool monitors for the 2013 pool season
- This past month, we had two gates damaged by vehicles; last night someone drove into gate 13 causing \$750.00 of damage. If you see someone hitting the gates, even just tapping the gates to get them to open which damages the gates, please report them to management.
- The Landscape Company has now fertilized, pre emerged and sprayed for weeds at all gates. New planting will begin as soon as it gets a little warmer (end of March) – planting has been approved at almost every gate. Many of the trees in Unit 44 of the Community have recently been sprayed with a merit spray to control grubs and weevils, thereby cutting down on the amount of sap that seeps from the trees causing messes on driveways and cars.
- Shanthi Giri, the Eagle Scout candidate who was at the board meeting last month, is going through the process of having his project approved by his troop leaders, and then he'll have to get approval from the district scout leaders. As soon as he received final approval, he'll send an application to the Board that outlines the project and the obligations of the Boy Scouts as it relates to liability, etc. Once received, if so desired by the Board, the application will be reviewed by the association's attorney just to cover our bases.
- The grazing project will begin within the next two weeks. Management has received a copy of the permit from the City, and homeowners seem to be excited about having the animals back on site. Management has had very little negative feedback about asking homeowners to mark their lot lines and about the fact that the association will not be grazing homeowner lots.

VI. COMMITTEE REPORTS:

- a. **Architectural Review Committee:** Bonnie Laderman reported on recent activities of the ARC.
- b. **Landscape Committee:** Holt Gedeit, chairman of the Landscape Committee was present and gave a committee report.
- c. **Finance Committee:** There was not a representative of the Finance Committee present to give a report.

VII. FINANCIAL REPORT:

- a. **Treasurers Report:** Bob Jones reviewed and provided all present with a verbal/thorough financial report of the January month-end financials.
- b. **Reserve Expense Authorizations:** Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the Board of Directors voted to approve the Reserve Expense Authorization for gate part replacements, landscape renovations, and hydrology studies.

- c. **Delinquencies:** The Board was provided information about delinquencies (having received a copy of the AR report in their Board packets) and Julia Plummer provided a verbal explanation/breakdown to all in attendance.
- d. **Bad debt Write Off:** The Board reviewed two requests for bad debt write off for a total of \$3,783.87.

VIII. OLD BUSINESS:

- a. **Abbey Way Irrigation:** The Board reviewed a legal opinion from the association's general counsel Deon Stein. Upon a motion duly made and seconded (Stan Laderman/Julie Stadel) and carried by a vote of 4/1 (Eva McLain opposed), the Board voted to have the association irrigation to the homeowner's backyards disconnected and to provide the homeowner's 30-day notice of the association's intent to do so. The homeowners are responsible for reconnecting their irrigation to their own water source, and must contact management when they choose a contractor to do the work for verification of proper licensing and insurance for any work needed in the association common area to connect the water their own water source.
- b. **Old Oak Tree Way Drainage Ditch Improvements:** The Board had previously received a letter from homeowners on Old Oak Tree Way asking that improvements be done to the drainage ditch in their neighborhood as well as the ditch behind their homes. The Board had asked the Landscape Committee to review the area, make suggestions for improvements, and obtain pricing. The Landscape Committee got pricing for the improvements the homeowners had requested, and recommended to the Board that they not move forward with these improvements because of the cost and because they believe the areas should remain as natural as possible like drainage ditches throughout the community. A light clean-up is recommended as well as some planting. The Committee also recommended that cottonwood trees be removed by priority as follows: 1) cottonwood trees that are damaging association property, 2) cottonwood trees that are causing physical harm (not nuisance) to homes. The Board agreed with the Landscape Committees recommendations relating to the priority of cottonwood tree removal and asked Julia Plummer to get pricing for minimal planting and clean-up in the drainage ditch per the Landscape Committee's recommendation.
- c. **Speed Control:** The Board reviewed proposals for speed bumps throughout the community and heard comments from the audience. Upon a motion duly made and seconded (Julie Stadel/Eva McLain) and carried by a vote of 4/1 (Stan Laderman opposed), the Board voted to have an asphalt company mark the asphalt where proposed speed bumps would be installed and ask homeowners for their feedback prior to the speed bumps being installed. The streets the Board asked for proposals to have speed bumps installed on are Hillcrest, Pheasant Lane, and Clubhouse Drive.
- d. **Establishing Exterior Home Paint Color Palette:** At their February meeting, the Board approved the paint color pallet for exterior home painting in Whitney Oaks (except Springfield). Upon a motion duly made and seconded (Eva McLain/Bob Jones) and carried by a vote of 4/1 (Stan Laderman abstained) the Board voted to use the same procedures currently in place for home painting ARC applications and processing (homeowner sends an ARC application with paint samples, ARC reviews and approves

or denies, manager follows up when home completed). Upon a motion duly made and seconded (Julie Stadel/Eva McLain) and carried by a vote of 3/2 (Stan Laderman/Bob Jones opposed) the Board voted to allow homeowners to have the option to request that their garage door be painted the same color as their front door or shutters.

e. **Verbal Updates:**

- i. **Governing Documents Re-Write:** Julia Plummer reported that Rod Baydaline, the attorney hired to perform the Governing Documents re-write, had been out of the office on unexpected medical leave and will have a rough draft to the Board for their review in the near future.
- ii. **Latent Defect Repair Update:** The Board discussed the latent defect repairs and how to move forward. Upon a motion duly made and seconded (Eva McLain/Julie Stadel) and unanimously carried, the Board voted to do the following:
 - a. Hire a civil engineer to look at the crevices in the open space and advise the Board what should be done, if anything, to correct them.
 - b. Wait to receive the updated proposal from Chris Wilhite from ESR and then schedule a meeting with him to discuss the project and consider how to move forward.
- iii. **Grazing Update:** All permits have been received and we expect grazing to begin at the end of March.
- iv. **Gate Code Changes:** Julia Plummer stated that the gate code change project is progressing very nicely and that the staff at Kocal will be prepared to change all gate codes on April 8th as advertised. Many homeowners are turning in their remote information, so management is able to update records at the same time as reassigning new private gate codes as requested.

IX. NEW BUSINESS:

- a. **Landscape Committee Charter Approval:** The Landscape Committee has been working under a Mission Statement for the past several years, and has converted the Mission Statement into a Committee Charter for the Board's review and consideration. Upon a motion duly made and seconded (Julie Stadel/Eva McLain) and unanimously carried, the Board adopted the Landscape Committee Charter.
- b. **Finance Committee Roster Update:** The Finance Committee recommended Bob Phillips as a new member of their Committee, and upon a motion duly made and seconded (Stan Laderman/Julie Stadel) and unanimously carried, the Board approved the new Finance Committee Roster and Bob Phillips as a Finance Committee member.
- c. **Gate 24: New Phone Board Proposal:** Julia Plummer provided proposals for the replacement of the call box at gate 24. Upon a motion duly made and seconded (Stan Laderman/Julie Stadel) and unanimously carried, the Board voted to approve the proposal for \$2,119.00 to replace the casing on the call box at gate 24.
- d. **Insurance Proposals:** The Board reviewed insurance proposals for the March 2013 through March 2014 year, and upon a motion duly made and seconded (Stan Laderman/Julie Stadel) and unanimously carried, the

Board approved the proposal from Russo Insurance for a total of \$22,102.00 which is substantially below the 2013 annual budgeted amount of \$32,975.00.


- X. **HOMEOWNER FORUM:** Several homeowners were present and asked questions about the grazing project, speed control, and gate code changes.
- XI. **ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded (Bob Jones/Eva McLain) and unanimously carried, the meeting was adjourned at 8:50 p.m.

The next Board of Director's business meeting will be on April 3rd, 2013 at 6:30 p.m. the Oaks Building.

Executive Session Report:

At their meeting on March 4th the Board visited a homeowner payment plan request, discussed small claims and superior court action, and approved a third party contract for superior court representation. The Board agreed to send 13 files to superior court for a total balance of \$47,500.

I, Bob Jones, 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 6, 2013 as approved by the Board Members in attendance of a duly noticed Board meeting.



Bob Jones, Secretary

Date 4-3-13