



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION BUSINESS MEETING MINUTES

April 3, 2013 - 6:30 p.m.  
The Oaks, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:30 p.m.

II. **ROLL CALL:**

a. **DIRECTORS PRESENT:**

Rick Jordon	President
Stan Laderman	Vice President
Bob Jones	CFO/Secretary
Eva McLain	Director

b. **ALSO PRESENT:** Julia Plummer, Association Manager, The Management Trust Kocal Division.

Board President Rick Jordan announced that he was changing the order of discussion items on the agenda to accommodate the large number of homeowner's present.

III. **OLD BUSINESS:**

a. **Speed Bumps:** Many homeowners were present to contribute to the discussion about the proposed installation and location of speed bumps in various neighborhoods within the Whitney Oaks Community. Homeowners asked the Board to install two speed bumps on Old Oak Tree Way, to install three speed bumps on Pheasant Lane, and to not install speed bumps on upper Clubhouse West. Upon a motion duly made and seconded (Rick Jordan/Stan Laderman) and unanimously carried, the Board voted to have management send letters and maps showing proposed speed bump locations to all homeowners in neighborhoods where the proposed speed bumps asking homeowners to provide feedback. The Board will discuss this again at their June business meeting.

IV. **NEW BUSINESS:**

a. **Filling Vacant Board Position:** Eva McLain read a statement to all in attendance. Several homeowners asked questions about the vacancy. The Board discussed that because Julie Stadel was no longer a homeowner she no longer qualified to be a Board member. The Board was asked to hold Ms. Stadel's seat vacant until she was on the deed of the home she lives in in Whitney Oaks and then to restate Julie as a Board member. A motion was duly made and seconded (Rick Jordan/Stan Laderman) to accept Julie Stadel's resignation from the Board. Ms. Stadel announced she had not

resigned; the motion was withdrawn. Upon a motion duly made and seconded (Rick Jordan/Stam Laderman) and carried by a vote of 3/1 (Eva McLain opposed) the Board voted that Julie Stadel was no longer a Board member and that there is currently a vacant seat on the Board of Directors. The Board will entertain self-nomination forms from interested candidates, interview candidates during executive session at 4:00 p.m. on April 17<sup>th</sup>, 2012, and hold a business meeting at 6:30 p.m. on April 17<sup>th</sup>, 2013 to vote for a new Board member to fill the vacancy.

**V. APPROVAL OF MINUTES:**

- a. March 6, 2013 Meeting:** Upon a motion duly made and seconded (Stan Laderman/Bob Jones) and unanimously carried, the minutes of the March 6, 2013 meeting were approved as written.

**VI. EXECUTIVE SESSION REPORT:** Julia Plummer, the Association Manager, reported on the following activity that occurred at the April 1, 2013 Executive Session:

- **At their meeting on April 1<sup>th</sup>** the board visited a few homeowner payment plan requests, held homeowner hearings, conducted a homeowner meet & confer, reviewed homeowner correspondence, and discussed filling the Board vacancy that is on the agenda under new business.

**VII. MANAGER'S REPORT:** Julia Plummer, the Association Manager gave an update to all in attendance of the current activities of the association as follows:

- 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 proposal of \$3,800 was received yesterday, and the Landscape Committee will review it and will forward they're recommendation to the Board.
- We have asked security to begin reporting basketball standard violations, so residents who leave basketball standards up overnight will be monitored and notified more regularly a management is not on site during the evenings.
- The pools are scheduled to open on Memorial Day weekend (May 25th). New pool furniture has been ordered for the BO pool (two tables and umbrellas) to replace those that were broken last year.
- Springfield has scheduled their annual garage sale for September 28th.
- It's rattlesnake season, so please be aware of your surroundings and stay on the paths and trails throughout the community.
- New signs are being ordered for the trail heads advising folks to stay off of the trails, as the current signs are faded. We will also be evaluating all street signs and replacing those that are faded.

**VIII. COMMITTEE REPORTS:**

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

**IX. FINANCIAL REPORT:**

- a. **Treasurers Report:** Bob Jones reviewed and provided all present with a verbal/thorough financial report of the February month-end financials.
- b. **Reserve Expense Authorizations:** Upon a motion duly made and seconded (Stan Laderman/Bob Jones) 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.  
**Lien Resolution:** Upon a motion duly made and seconded (Rick Jordan/Bob Jones) 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 October 3, 2011 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: TS13-10860, 13-10854, 13-10855.

- d. **Bad debt Write Off:** The Board reviewed one request for a bad debt write off for a total of \$78.15.

**X. OLD BUSINESS:**

- a. **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 had agreed with the Landscape Committees recommendations relating to the priority of cottonwood trees. Upon a motion duly made and seconded (Rick Jordan/Bob Jones) and unanimously carried, the Board approved a proposal from Bianco Landscape Management for \$590.00 to plant new plants in the Old Oak Tree drainage area.

**b. Verbal Updates:**

- i. **Governing Documents Re-Write:** Julia Plummer reported that the Board is expected to receive the first draft of the new Governing Documents within the week
- ii. **Latent Defect Repair Update:** The Board met with Chris Wilhite from ESR and he is going to perform on-site inspections and prepare a new proposal.
- iii. **Grazing Update:** The grazing began on April 1<sup>st</sup>.
- 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 8<sup>th</sup> 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.

**XI. NEW BUSINESS:**

- a. **Phase 3 Street Repair/Sealing Project:** The Board reviewed four proposals from contractors and upon a motion duly made and seconded (Rick Jordan/Stan Laderman) and unanimously carried, the Board voted to contract with Central Valley Engineering & Asphalt, Inc. for street sealing and repair in the Black Oak community and the Pleasant Creek Drive community.
- b. **Pool Monitor Proposals:** The Board reviewed proposals for pool monitors and upon a motion duly made and seconded (Rick Jordan/Stan Laderman) and unanimously carried, the Board voted to contract with Custom Care for pool monitoring services for the 2013 pool season.
- c. **Year End Review Approval:** Upon a motion duly made and seconded (Eva McLain/Rick Jordan) and unanimously carried, the Board voted to add this topic to the agenda for Board consideration at this meeting. The year-end review was received after the meeting agenda was prepared/posted. Upon a motion duly made and seconded (Eva McLain/Rick Jordan) and unanimously carried, the Board approved the 2012 year-end report and approved sending it to the WOCA membership by the end of April as required by California Civil Code.

**XII. HOMEOWNER CORRESPONDENCE/BOARD ACTION REQUESTED:**

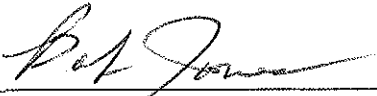
- a. **Bollards on Pioneer Way:** The Board reviewed correspondence from homeowners on Pioneer Way who asked that the bollards at the entrance gate call box be removed as the bollards block access to the call box from vehicles. Upon a motion duly made and seconded (Eva McLain/Bob Jones) and unanimously carried, the Board voted to remove the bollards at the Pioneer Way gate.
- b. **Garage Door Color Request:** A homeowner appealed the ARC decision that required the homeowner to repaint their garage door. The Board reviewed the color and upon a motion duly made and seconded (Eva McLain/Rick Jordan) and unanimously carried, the Board voted to allow the homeowner to keep their garage door the color they had painted it.

**XIII. HOMEOWNER FORUM:** Homeowners present asked about grazing. One homeowner asked to meet with the Board to discuss a fine that has been on the homeowner account for several years.

**XIV. ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded (Stan Laderman/Bob Jones) and unanimously carried, the meeting was adjourned at 8:55 p.m.

The next Board of Director's business meeting will be on May 6<sup>th</sup>, 2013 at 6:30 p.m. the Oaks Building.

**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 April 3, 2013 as approved by the Board Members in attendance of a duly noticed Board meeting.**

  
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Bob Jones, Secretary

5-1-13  
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Date