



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BUSINESS MEETING MINUTES

July 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 Jordan | President |
| Stan Laderman | Vice President |
| Bob Jones | CFO/Secretary |
| Sharon Theofelis | Director |
| Eva McLain | Director |
- b. **ALSO PRESENT:** Julia Plummer, Association Manager, The Management Trust Kocal Division.
- III. **APPROVAL OF MINUTES:**
- a. **June 5, 2013 Meeting:** Upon a motion duly made and seconded (Stan Laderman/Sharon Theofelis) and unanimously carried, the minutes of the June 5, 2013 meeting were approved as written.
- IV. **EXECUTIVE SESSION REPORT:** Julia Plummer, Association Manager, reported the following:
- At their meeting on June 10th** the Board visited homeowner payment plan requests, held homeowner hearings, conducted a homeowner meet & confers, reviewed homeowner correspondence, and discussed legal matters.
- At their meeting on July 1st** the Board held homeowner hearings and discussed personnel matters. The Board also met with a homeowner in an IDR setting as the homeowner was disputing the ARC and Board's decision to not allow the homeowner to widen their driveway. After meeting with the homeowner and reviewing the association governing documents, the Board approved the homeowner request with conditions.
- V. **MANAGER'S REPORT:** Julia Plummer, Association Manager gave an update to all in attendance of the current activities of the association as follows:
- The Board met in a duly noticed meeting on Friday, June 21st to begin the Governing Documents revision and review process. For the purpose of the revision, the Board will be meeting every other Friday. The meeting location, dates, and times are located on the association website.
 - Reminder: Springfield has scheduled their annual garage sale for September 28th.

- The 2014 budget preparation is under way and at this time because of cost saving measures made this year by the Board (such as a new insurance carrier) it appears as if we may be able to maintain the current dues structures despite increases in contracts and water costs.
- I am currently getting proposals for tree trimming in units 39 & 44
- The asphalt project is scheduled to begin on Monday. The schedule for paving is located on the association website and I will be placing signs at the appropriate gates with the dates of when the asphalt work will be done on Friday (when it's cooler outside).
- We will be adding cobblestones to the mail box area on Fox Hill per the homeowner's requests. The work should be done soon, using the cobbles we already have stored on site. Right now the area is bare dirt and there is no irrigation there to plant landscaping.
- Today there was a theft on Raintree Court wherein a landscaper was performing work in a homeowner's back yard, and someone took thousands of dollars of equipment from the bed of the truck. Please let your contractors know to lock up their equipment when not in view.

VI. COMMITTEE REPORTS:

- Architectural Review Committee:** Bonnie Laderman from the ARC committee was present and provided a verbal report of committee happenings.
- Finance Committee:** There was not a representative of the Finance Committee present to give a report.
- Landscape Committee:** Holt Gedeit was present from the Landscape Committee and provided a verbal report on committee happenings.

VII. FINANCIAL REPORT:

- Treasurers Report:** Bob Jones reviewed and provided all present with a verbal/thorough financial report of the May month-end financials.
- Reserve Expense Authorizations:** Upon a motion duly made and seconded (Eva McLain/Bob Jones) and unanimously carried, the Board of Directors voted to approve the Reserve Expense Authorization for gate part replacements, pool mechanical equipment replacement, landscape renovations, and investments.
- 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 (Eva McLain/Stan Laderman) 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 758288.

- d. **Bad debt Write Off:** The Board reviewed two requests for a bad debt write off for a total of \$4,396.66. Upon a motion duly made and seconded (Eva McLain/Bob Jones) and unanimously carried, the Board voted to write off the bad debt.

VIII. OLD BUSINESS:

- a. **Speed Control:** The Board discussed speed control measures and the feedback from a traffic engineer who said, in short, that the Board should rely on the traffic survey conducted in 2006 as it is applicable and relevant throughout the community. The Board discussed conducting a homeowner vote during the annual election for/against the installation of speed bumps and other speed control related measures. The Board also discussed entering into an educational program wherein more information is provided to homeowners via the newsletter about making our streets safe for residents and families. This topic will be discussed in great detail at the August 7th business meeting.

IX. NEW BUSINESS:

- a. **Approval of New ARC Member/Roster:** The Board reviewed a resume from a homeowner who was interested in serving on the ARC and the new committee roster with the proposed new committee member's information on it. Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the Board voted to approve the new ARC member/roster.
- b. **Installation of Picnic/BBQ Areas on Hillcrest:** The Board reviewed information and costs to install three picnic tables and BBQ's in the grass area by the Hillcrest Fitness Center/Pool. Upon a motion duly made and seconded (Rick Jordan/Eva McLain) and unanimously carried, the Board approved the cost of installing 3 picnic benches and BBQ's at a cost of approximately \$9,000.00.
- c. **Landscape Committee Recommendation: Reduction of Large Orchard Area:** The Landscape Committee recommended that the Board approve the cost to reduce the size of the grass area in the large orchard by approximately 40%. In doing so, the association will save money in irrigation repairs and irrigation costs (the cost of water is increasing by 9.01% in 2014 according the PCWA). Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the Board voted to accept the proposal of \$3,800.00 to reduce the orchard area as suggested by the Landscape Committee.
- d. **Hillcrest Pool Trellis Replacement Proposals:** The Board reviewed proposals to replace the trellis at the Hillcrest pool with like material (wood). The Board asked Management to get proposals for an Anodized Aluminum trellis and agreed to table this until the next meeting when the new proposals could be reviewed.
- e. **Budget Considerations: Newsletters:** At the suggestion of Julia Plummer, the Board discussed reducing annual expenses by, beginning January, 2014, making the monthly newsletter primarily available via the

association website instead of mailing it to all homeowners every month. Homeowner's who request a hard copy of the newsletter will receive it, but all others should access it from the website. The Board agreed to move forward with the above plan in January 2014, and that a notice will be placed in every newsletter for the rest of the year advising homeowners.

X. HOMEOWNER CORRESPONDENCE/BOARD ACTION REQUESTED:

a. On Street Parking Variance Request:

1. A homeowner requested a parking variance to allow them to park one vehicle on the street overnight. Upon a motion duly made and seconded (Rick Jordan/Sharon Theofelis) and unanimously carried, the Board voted to deny the homeowner's request for a parking variance.

b. Speed Lump Feedback: A homeowner had written to the Board of Directors with questions and feedback about the proposed speed lumps in the Hillcrest neighborhood. The homeowner had written the letter before the June meeting (though the letter was not received until after the June meeting), and had been at the June meeting to ask their questions in person. Julia Plummer had contacted the homeowner to make sure that their questions were answered though the homeowner did not return the call

c. Basketball Standard Variance Request: A homeowner who lives in a custom built home uphill asked the Board's permission to leave his basketball standard, which is barely visible from the street, and behind his fence. Upon a motion duly made and seconded (Eva McLain/Rick Jordan) and approved by a vote of 4/1 (Stan Iaderman opposed), the Board approved the homeowners request.

XI. HOMEOWNER FORUM: Several homeowners were present: A homeowner asked for an update on the Eagle Scout project and was informed that the project was cancelled due to lack of funding.

XII. ADJOURNMENT: There being no further item of business to discuss, upon a motion duly made and seconded (Eva McLain/Rick Jordan) and unanimously carried, the meeting was adjourned at 8:43 p.m.

The next Board of Director's business meeting will be on August 7th, 2013 at 6:30 p.m. Location to be determined.

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



Bob Jones, Secretary

Date

8-7-13