



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES April 2, 2014 - 6:30 P.M. The Oaks, Rocklin, CA

I. CALL TO ORDER: The meeting was called to order at 6:30 P.M. by Board President Bob Jones.

DIRECTORS PRESENT: The following Board Members were present as well as approximately eleven other Homeowners. Agendas were posted at least four days prior to the meeting at The Gables and at the Hillcrest Pool bulletin board.

Bob Jones	President
Eva McLain	Vice President
Rick Jordon	CFO
Sharon Theofelis	Secretary
Bonnie Laderman	Director

ALSO PRESENT: Vicky Langer, Association Manager, and Tiffany Lynch, Senior Manager and V.P., The Management Trust Kocal Division, and Lee Hazeltine, the grazing contractor.

II. APPROVAL OF MINUTES:

A motion was made and seconded (Eva/Sharon) to approve the minutes of the March 5, 2014 Board of Directors Meeting as corrected. The motion was unanimously adopted. A motion was made and seconded (Eva/Sharon) to approve the minutes of the February 26, 2014 Board of Directors Meeting as drafted. The motion was unanimously adopted.

III. MANAGER'S REPORT: Vicky Langer, Association Manager, reviewed items from her written report and logs with the Board and the members present. The following items were highlighted:

Grazing Project Update: Lee Hazeltine gave an update on the grazing project. He highlighted the areas covered and noted that the first pass is nearly complete. The City of Rocklin is trying to update maps on their web site and Lee is working with James there to keep that up to date, accurate, and easy to follow/interpret. An incident with a Homeowner on Clubhouse and the electric fencing being knocked over in the middle of the night was discussed. Lee will work with the Board and management regarding whether and/or when to do the second pass.

IV. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported that there were nine items approved at the March meeting, several whole house paintings, two solar panels, a pool and fence, and some landscaping projects.
- B. **Finance Committee:** Vicky Langer noted that the March meeting was not held due to a lack of a quorum but that the financial reports were reviewed by the committee members that were there. The committee will be reviewing options for moving funds where more than \$250,000 is held at any one institution (above FDIC limit).
- C. **Landscape Committee:** Chairperson, Reinhold Gedeit, gave a review of the recent items the committee has been working on. The March meeting was cut short due to a Tornado warning.

V. **FINANCIAL REPORT**

- A. **Treasurers Report:** Rick Jordan reviewed and provided all present with a verbal financial report of the February month-end financials, highlighting that the Association spent \$13,134 less than budgeted for the month and year-to-date.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Eva/Sharon) to approve the Reserve Expense Authorizations for the various reserve expenditures made in February 2014. The motion was unanimously adopted.
- C. **Quarterly Review of Bank Statements:** The Board reviewed the bank statements for the month ending 2/28/14. A motion was made and seconded (Rick/Bonnie) to approve the bank statements reviewed. The motion was unanimously adopted.
- D. **CPA Review Draft:** The Board reviewed a draft financial review for 2013 and approved it for distribution. A motion was made and seconded (Sharon/Rick) to accept and distribute the CPA draft review prepared by PCC. The motion was unanimously adopted.
- E. **Bad Debt Write Off:** A motion was made and seconded (Bob/Sharon) to write-off the amount of \$396.50 for account number 468174. The motion was adopted unanimously.

VI. **UNFINISHED BUSINESS**

- A. **Landscaping Proposal – Soil Hydretain:** The Board discussed additional proposals for and input regarding installation of Hydretain to help retain moisture in the soil of the plant and turf areas. No action was taken.

- B. Landscaping Proposal – Tree Replacements at Black Oak Trail Entrance at Red Oak:** After a discussion, a motion was made and seconded (Eva/Sharon) to replace the plum trees in this area with crape myrtles and replace the missing pine trees at a cost of \$550 which includes appropriate improvements in the irrigation for that area.
- C. Proposed CC&Rs – Garage Storage Provision:** No action was taken to change the proposed wording.
- D. Summary of Proposed Changes:** The Board reviewed and approved a draft cover letter with two corrections to be mailed with the proposed revised Bylaws and CC&Rs and the ballot and approved it for mailing out with the documents and ballots when it comes time.

VII. NEW BUSINESS

- A. Emergency Email Vote re: Settlement Offer:** Vicky Langer noted for the record that a delinquency settlement offer was approved by a unanimous emergency email vote between meetings.
- B. Latent Defect Repairs:** The Board reviewed input from its consultant Rick Holsinger and discussed priorities for the bidding of the work in various areas. A motion was made and seconded (Bob/Sharon) to authorize Rick Holsinger to move forward with preparing specifications for the areas recommended and getting proposals with an “a la carte” style pricing. This motion was unanimously adopted.
- C. Street Sign Proposals:** After reviewing three proposals, a motion was made and seconded (Bonnie/Bob) to approve a proposal from “Signs in One Day” to replace 89 signs (Phase I) and 70 signs (Phase II) at a cost of \$18,593. The motion was unanimously adopted.
- D. Bark Replenishment Bids:** The Board reviewed two bids for replenishing bark throughout the community and discussed possibly using rock rather than bark. The Board asked management to get one or two other bids. This matter was tabled to the May meeting.
- E. Pool Monitors for 2014 Swim Season:** The Board discussed having two monitors instead of one, but the operating budget for “Recreation – 2” is only sufficient for one pool monitor. It was decided that the hours for the monitor will be 11:00 A.M. to 7:00 P.M. After reviewing proposals, a motion was made and seconded (Eva/Bonnie) to approve a proposal from “Custom Care Services” to provide pool monitor services for the 2014 swim season. The motion was unanimously adopted. Management was requested to include twice the amount budgeted for 2014 in the 2015 budget so that a pool monitor could be hired for each pool rather than one monitor for both pools.

- F. Property Line Behind 3280 and 3270 Black Oak:** The Board discussed two lots and whether moved fences are violations of the open space or are beyond the lot lines. Whether a survey should be done and at whose expense were discussed. A motion was made and seconded (Sharon/Rick) to conduct a survey of the lots at a cost of approximately \$1,500. If the fences are past the property line or in the open space, an Attorney opinion will be obtained. The motion was unanimously adopted.
- G. Maintenance Proposals:** The Board reviewed proposals for a deco drain repair, a fire access gate replacement, trim caulking and painting at the gym building, and straightening up of a crooked (sunken) entry pillar at Live Oak. The following action was taken:
- **Fire Access Gate:** Management was asked to go see it and take a photo, and verify that it is Association property. This matter was tabled.
 - **Deco Drain at Gym Entry:** The Board would like to use metal instead of plastic in the area where a deco drain has been broken out. A motion was made and seconded (Eva/Sharon) to approve having the work done by River City Restoration at a cost not to exceed \$1,000 using metal.
 - **Gym Building Repairs:** A motion was made and seconded (Sharon/Rick) to approve the proposal from River City Restoration to caulk and paint the trim around the fitness room at a cost of \$1,450.
 - **Column Repair:** A motion was made and seconded (Rick/Bob) to approve the proposal from River City Restoration to straighten up the column at the Live Oak Entry at a cost of \$1,250. The motion was unanimously adopted.
- H. Recommended Equipment Repairs:** A proposal from FitGuard to replace certain parts on some of the gym equipment was reviewed. A motion was made and seconded (Rick/Bob) to approve the new walk belts and decks for two pieces of equipment (treadmills) at a cost of \$2,538. The motion was unanimously adopted.
- I. Gate Painting – Type of Paint:** The Board, after looking at samples during the day, discussed whether to have River City Painting use a low sheen or a high gloss paint on the gates. A motion was made and seconded (Eva/Bonnie) to use the high gloss paint on the gates. The motion was unanimously adopted.

VIII. CORRESPONDENCE

The Board reviewed the correspondence listed on the Agenda. The following action was taken:

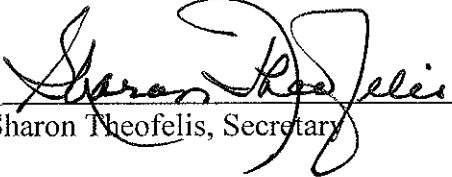
- A. Gate Arm ADA Question:** The Board reviewed input from the gate company in response to a question raised at a meeting. No action was taken.
- B. Request for No Parking Sign on Golf Course Side of Clubhouse Dr.:** The Board reviewed a request for a red curb to be painted along Clubhouse Drive from Mariella to Gate #23. A motion was made and seconded not to grant this request (Rick/Sharon). The motion was unanimously adopted.
- C. Request for Red Curb Painting at 2864 Hillcrest Road:** After discussing this request and the parking situation at the Hillcrest Pool area, a motion was made and seconded (Sharon/Bonnie) not to grant the request. The motion was unanimously adopted.
- D. Complaints about Grazing:** These were addressed by the grazing contractor earlier in the meeting. No action was needed.
- E. Request for “No Parking” or Restricted Parking Signs at Sterling Drive:** At an earlier meeting this was noted and Vicky reported that she checked with the City of Rocklin and was given the go ahead (no permit required) to paint the curb outside of Sterling Way on Whitney Oaks Drive red. A resident also requested that red curbs be painted on the other side of Sterling from the entry to Kensington (one side is already red). Management was asked to check with owners and to report back. A Homeowner from that area was present and explained the request. This matter was tabled.
- F. Request for Traffic Study:** The Board discussed that a company recently said that the 2006 traffic study is still good. The Board considered and had decided not to put speed bumps on Hillcrest.

IX. HOMEOWNER FORUM: The following items were brought to the attention of the Board under this portion of the Agenda:

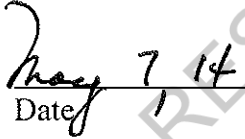
- **Basketball Standards:** An owner asked for clarification and it was noted that the new CC&Rs have the same rules regarding this.
 - **Garbage Can Violations in Springfield:** Management was asked not to send compliance letters regarding garbage cans to Springfield Homeowners as Springfield has a Community Standards Committee.
- X. ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 9:09 P.M.

The next Board of Director's business meeting will be the on May 7, 2014 at 6:30 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 April 2, 2014 as approved by the Board Members in attendance of a duly noticed Board meeting.



Sharon Theofelis, Secretary



Date

NOT TO BE USED FOR TRANSFER OR RESALE