



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION

### BUSINESS MEETING MINUTES

February 23, 2011 - 6:00 p.m.

The Gables, Rocklin, CA

- I. **CALL TO ORDER:** The meeting was called to order at 6:01 p.m.
- II. **ROLL CALL:**
- a. **DIRECTORS PRESENT:**
- |                 |                |
|-----------------|----------------|
| Chris Eatough   | President      |
| Stan Laderman   | Vice President |
| Eva McLain      | Secretary      |
| Leon Schoenfeld | Treasurer      |
| Julie Stadel    | Director       |
- b. **ALSO PRESENT:** Julia Plummer, Association Manager, Kocal Management Group.
- III. **AGENDA REVISION:** *Upon a motion duly made and seconded (Leon Schoenfeld/Eva McLain) and unanimously carried, the Board voted to move the Homeowner Forum to the beginning of the agenda for all future business meetings (following approval of the meeting minutes) and to remove item VI.D (Designation of Interest Earned) from the agenda.*
- IV. **APPROVAL OF MINUTES:** *Upon a motion duly made and seconded (Stan Laderman/Leon Schoenfeld) and unanimously carried, the minutes of the February 1, 2011 meetings were approved as submitted.*
- V. **HOMEOWNER FORUM:** Five homeowners were present at the meeting and addressed the Board.
- VI. **MANAGER'S REPORT:** Julia Plummer, the Association Manager gave an update to all in attendance of the current activities of the association including:
- The status of all outstanding proposals (insurance, pool maintenance, reserve study re-write, painting, new carpet installation in the fitness center, bark replacement in common areas).
  - The Board is currently reviewing insurance proposals as the association's insurance renews on March 15, 2011.
  - The Board approved a proposal for grazing. The contract will be negotiated soon and the grazing will take place in March and June.
  - The Landscape Company will be performing weed abatement as per their contract, coinciding with the grazing schedule.
  - A police report has been filed regarding the stolen bronze monument signs throughout the community. The City of Rocklin is responsible for the

replacement of many of the signs. More information to be provided during the meeting as this is an agenda item.

- f. The Board accepted a proposal to resurface the Hillcrest pool. The resurfacing will take place in March.
- g. Julia Plummer has gone to the high school and inspected the chain-link fence that separates the school property line from the association's property. More information to be provided during the meeting as this is an agenda item.
- h. New call-box instruction stickers have been placed on all call-boxes throughout the community.
- i. The Landscape Committee and Julia Plummer are working on plans for planting more plants at Mariella Park.
- j. Graffiti removal will be conducted soon on a boulder on Club House Drive.

#### **VII. COMMITTEE REPORTS:**

- a. **Architectural Review Committee:** Bonnie Laderman, chair of the ARC gave a report on the current activities of the committee. The Board suggested that the ARC/Management construct a letter to all homeowners who receive ARC approval and are using contractors for their work instructing the homeowner to provide relevant information to contractors re: parking, gate access, speed limits, etc. Mrs. Laderman stated that the committee has two new members who are great assets to the committee. The Board thanked the committee for their hard work and dedication.
- b. **Landscape Committee:** There were no members of the Landscape Committee present at the meeting, but the Board acknowledged their hard work and expressed appreciation for their contribution to the community.
- c. **Finance Committee:** Board member and Association CFO Leon Schoenfeld gave an update on the Finance Committee activities on behalf of the Finance Committee. The board acknowledged the Finance Committee's dedication and commitment to the community and thanked them for their hard work.

#### **VIII. FINANCIAL REPORT:**

- a. **Treasurers Report:** Treasurer Leon Schoenfeld reviewed the financial report from January, 2011. Mr. Schoenfeld also explained the sale of the bonds in detail, read various correspondence about the bonds and distributed a Bond Status report he created which showed losses and gains of the municipal bonds (from October 2010 through January 2011) which were recently sold by WOCA.

Mr. Schoenfeld also read emails he had received from the association's financial advisor and Don Biddle, chairman of the finance committee recommending how the proceeds from the sale of the bonds should be invested.

*Upon a motion duly made and seconded (Leon Schoenfeld/Eva McLain) and approved by a vote of 3/2 (Chris Eatough and Stan Laderman nay), the Board of Directors voted to invest the proceeds of the bonds into laddered, short term CD's and regular Treasuries (not TIPS) as per Don Biddle's email recommendation, and to watch the market for increases in interest rates to then transfer/reinvest the money as appropriate.*

*Stan Laderman motioned to table any decision on reinvesting the bond proceeds until the Board had time to research reinvestment options. The motion failed for lack of a second.*

Leon Schoenfeld will ask the finance committee and association investment advisor for detailed recommendations for amount and terms of investing into CD's and Treasury Bills.

- b. **Delinquencies:** *Upon a motion duly made and seconded (Stan Laderman/ Leon Schoenfeld) and unanimously approved, the Board of Directors voted to approve the delinquency report as submitted.*
- c. **Lien Resolution:** *Upon a motion duly made and seconded (Chris Eatough/ Leon Schoenfeld) 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 February 8, 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: 2011-3566, 2011-3567.

- d. **Reserve Fund Expenditure Authorizations:** *Upon a motion duly made and seconded (Chris Eatough/ Leon Schoenfeld) and unanimously approved, the Board of Directors voted to accept the reserve expenditure request as submitted.*

**IX. OLD BUSINESS:**

- a. **Radar Enforcement:** The Board discussed speed enforcement in detail and how the procedure for speed enforcement and hearings must be revised. Julia Plummer was asked to research the speed limit in other gated communities. *Upon a motion duly made and seconded (Chris Eatough/ Eva McLain) and unanimously approved, the Board of Directors voted to establish an ad-hoc committee for review of speed enforcement procedures and to report their findings and recommendations back to the Board. The committee will be chaired by Chris Eatough and Julie Stadel will serve on the committee as a director.*
- b. **Committee Roster Approval:** The Board reviewed the rosters for the Finance Committee and Architectural Review Committee for accuracy and *upon a motion duly made and seconded (Stan Laderman/Eva McLain) and unanimously approved, the Board of Directors voted to accept the committee rosters as presented.*
- c. **Bronze Monument Signs/Theft:** Julia Plummer stated that there are now 8 bronze signs missing in or around the community. The City of Rocklin is responsible for replacing most of the signs and Julia is working with them to do so. The Board discussed materials that can be used (alternative to bronze and less expensive) such as cast stone and granite. A homeowner

stated the developer (Newland Communities) may have the tooling for the signs which could save the association money and Julia Plummer was asked to contact them to see if they do.

- d. **Hillcrest Wrought Iron Fence:** The fence that runs along the WOCA property line and high school was discussed. The Board asked Julia Plummer to talk to the school to ask for assistance with securing the area. Ms. Plummer was also asked to look into surveillance systems to monitor the area and the Board agreed to postpone discussion on this topic until more information could be obtained.
- e. **Reserve Component Repair/Replacement Schedule 2011:** Julia Plummer provided the Board of Directors a reserve component replacement schedule for 2011 outlining all items listed in the reserve study and the months in which the items will be replaced and/or repaired.

X. **NEW BUSINESS:**

- a. **Springfield Residents: Gate Access:** Julia Plummer stated that some Springfield residents have expressed a desire to have access to all Springfield communities via their gate remotes. Ms. Plummer is awaiting a proposal from the gate company to increase the memory of the gate operating system and the Board will discuss this at their March meeting. Ms. Plummer also spoke with Ron Morrish, the Association Manager of Springfield about this and he will ask the Springfield Board of Directors for their opinion on whether they think this should be done.
- b. **Street Sweeping:** Julia Plummer stated that she felt street sweeping throughout the community would be appropriate in the spring and that street sweeping is budgeted for. The Board agreed and asked Ms. Plummer to obtain street sweeping proposals for the Board to review at their March meeting.
- c. **Scheduling Hearings:** The Board set April 6, 2011 at 6:00 p.m. at the Golf Club for their next homeowner hearing date for CC & R and/or ARC violations.

- XI. **ADJOURNMENT:** There being no further item of business to discuss and *upon a motion duly made and seconded (Stan Laderman/ Julie Stadel) and unanimously approved, the meeting was adjourned at 7:53 p.m.*

The next Board of Director's meeting will be March 16, 2011 at 6:00 p.m. at the Gables.

During the Executive Session of the February 16, 2011 Board of Directors meeting the following was discussed:

- a. Lawsuit Update
- b. Authorization to Foreclose
- c. Landscape Contract Discussion
- d. Vendor Proposal Reviews: Grazing, Insurance, Hillcrest Pool Resurfacing, Collection Companies
- e. Homeowner Request/Assessment Late Fee Waiver

**ATTEST:**

\_\_\_\_\_  
Chris Eatough, President

\_\_\_\_\_  
Date

**I, Eva McLain, 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 February 23, 2011 as approved by the Board Members in attendance of a duly noticed Board meeting.**

*Eva L. McLain*  
Eva McLain, Secretary

3/16/2011  
Date

NOT TO BE USED FOR TRANSFER OR RESALE