



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES June 4, 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 seven 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, The Management Trust, Kocal Division.

**II. APPROVAL OF MINUTES:**

A motion was made and seconded (Eva/Bonnie) to approve the minutes of the May 7, 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 May 20, 2014 joint 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:

**Executive Session Report:** The Board met on June 2<sup>nd</sup> and discussed the following items in Executive Session: Compliance issues & hearings, proposed contracts, a collections dispute, and litigation.

**Bark Project:** The contractor has been working on securing the needed bark (product shortage) but is starting the job on June 9<sup>th</sup> and expects it to take approximately two weeks.

**Grazing Project:** The grazing contractor is gearing up for the second pass, which has begun in the southern end of the community. Another band of sheep has begun near Abby Road on the north side. More animals are coming soon and the project will soon be in full force.

**Landscaping & Trail Maintenance: Trail Maintenance:** The trails need more work than the 23 cubic yards of DG that were installed recently to address erosion. Vicky reported that she is addressing several items with Bianco, including culvert maintenance, trail weed trimming, and replacing dead plants as they die.

**Pool Furniture Ordered:** A few pieces of new furniture were ordered for the Hillcrest pool as follows: 4 tables (smaller ones) for under the patio cover, 1 umbrella, 4 lounge chairs, and 2 chairs. Also a new volleyball net was needed for the Black Oak recreation area next to the pool.

**Gate Damage:** On 5/12/14 a garbage truck hit Gate #3 while trying to exit through the "In" gate. They said that someone was on site directing traffic to go out the in gate because the out gate was temporarily out of order. While they deny responsibility or wrong doing, we disagree. The Board reviewed a letter to Recology and pictures under the correspondence portion of the Agenda.

**Newsletter Outsourcing:** Vicky met with a person who is starting up as Editor of a Whitney Oaks Magazine in hopes of working with her to publish the WOCA Newsletter in her magazine. As it turns out, this magazine will only be marketed to homes valued at over \$500,000. Thus, there is no practical way for us to split up the mailing list and work together on this. She has not been able to find a company that is interested in or able to do the WOCA Newsletter mailing for the Association at no cost.

#### **IV. COMMITTEE REPORTS**

- A. Architectural Review Committee:** Eric King reported that June was a busy month with 17 applications submitted and reviewed for various projects. 15 projects were approved and 2 were rejected. The Board reviewed the minutes of the last meeting.
- B. Finance Committee:** Vicky reported that the committee spent a significant amount of time at its most recent meeting reviewing the draft reserve studies.
- C. Landscape Committee:** Committee member, Jim Cheap gave a recap of the May committee meeting. Recent activity includes review of proposals from several companies for tree work and for improvements in Unit 44, discussion of the fact that there is not yet an agreement for water use between the City of Rocklin and Toro, and plant replacements which are needed. Once a large number of missing plants are replaced, this will be an

ongoing maintenance item with a fewer number of plants needing replacement.

V. **FINANCIAL REPORT**

- A. **Treasurers Report:** Rick Jordan reviewed information from the May 31, 2014 financial reports, highlighting budget variances, and noted that the Association is under budget by approximately \$29,000 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 April 2014. The motion was unanimously adopted.
- C. **Reserve Study:** The Board reviewed draft reserve studies for each of the four cost centers. The Finance Committee changes were reviewed.
- D. **Updated Small Claims Court Representation Agreement:** The Board reviewed and approved an updated standard Small Claims Court Representation Agreement with Allied Trustee Services. The motion to approve was made by Sharon, seconded by Eva, and unanimously adopted.

VI. **UNFINISHED BUSINESS**

- A. **Sterling Drive Red Curb Request:** After a discussion of responses and reasons for the request, a motion was made and seconded (Bonnie/Bob) to approve the request and to paint the curb on Sterling Drive from the entry to Kensington where it is not currently painted. The motion was adopted on a 3 to 2 vote with Rick and Eva voting against it.
- B. **Gate 12 Incident:** the Board reconsidered its May decision regarding a reimbursement request relating to vehicle damage by Gate #12 since additional information had been obtained. A motion was made and seconded (Bob/Sharon) to again deny the request for reimbursement. The motion was adopted on a 4 to 1 vote with Eva voting against it.
- C. **Gate Painting:** The Board reviewed proposals for additional work (two gates that are not automatic drive through gates and were not included in the original proposal and various red curbs). A motion was made and seconded (Eva/Sharon) to approve the proposal from River City Painting for the additional work, to include "No Parking ~ Fire Lane" stencils.
- D. **Fence Post Caps:** The Board reviewed a proposal to replace 73 missing/damaged fence post caps with wooden ones at a cost of \$2,100. A motion was made and seconded (Sharon/Eva) to approve the proposal. The motion was unanimously adopted.

- E. Drainage Improvements and Reimbursement Request:** The Board reviewed a proposal from Bianco Landscape Management to install erosion control on the hill above 2336 Rebecca Court. Management was asked to refer the matter of preventing future overflows of the drainage ditch above this homeowner's lot to the Engineer working on the latent defect repair work rather than to approve the Bianco proposal. The Board also reviewed a request from the Homeowner for reimbursement for the cost of replacement bark and pond cleaning that became necessary due to recent flooding from above her lot. A motion was made and seconded (Eva/Bonnie) to reimburse the owner \$156.60 for bark and pond cleaning expenses. The motion was adopted on a 4 to 1 vote with Sharon voting against it.
- F. CC&R and Bylaw Rewrite:** A motion was made and seconded (Eva/Sharon) to appoint Terry Baldwin and Rosalie Hayman to serve as Inspectors of Election for the balloting which will start in the beginning of August. The motion was unanimously adopted.

## **VII. NEW BUSINESS**

- A. Proposed Resolution re: Enforcement of Watering Rules During Drought:** After consideration of an article written by a common interest development Attorney, the current state of drought, Placer County water use restrictions, pending legislative action, and the Governor of California's April 25<sup>th</sup> Executive Order stating that any provision of the governing documents will be void and unenforceable to the extent that it has the effect of prohibiting compliance with water-saving measures, a motion was made, seconded (Eva/Sharon) and unanimously adopted to approve the proposed resolution as follows:

*RESOLVED, that Whitney Oaks will temporarily suspend enforcement of provision B-14(d) of the Rules & Regulations that require Irrigation systems to be fully maintained in good working condition to ensure continued regular watering of landscape areas, and health and vitality of landscape materials, so long as the Executive Order noted above remains in effect. Homeowners are encouraged not to let their lawns, plants, and/or trees die if possible to do so while complying with any local agency or governmental restrictions. However, Homeowners are required to keep any dry or dead lawns trimmed short in accordance with weed abatement rules of the Association and the City of Rocklin, and Homeowners are required to remove any dead shrubs or trees within 30 days. Finally, Homeowners are required to restore/replace any dead lawn areas, plants, and/or trees within 90 days of the lifting of the Governor's Executive Order.*

- B. Color Palette:** The Board discussed whether to allow "Oxford Brown", "Swiss Coffee", and "Navajo White" as colors that can be used on all trim rather than just on shutters and front doors. A motion was made and seconded (Sharon/Eva) to do so. The motion was adopted on a 4 to 1 vote with Bonnie voting against it.

- C. **Energy Saving Conversion:** The Board discussed whether to convert streetlight bulbs/fixtures to LED. Management was requested to inquire whether PG&E will perform a cost/benefit study.
- D. **Gate Code Change Request:** The Board considered a request from the Springfield community that the universal gate codes be changed annually. A motion was made and seconded (Sharon/Eva) not to change the gate code at this time but to do so every three years. The universal gate codes were changed in 2013. The motion was unanimously adopted.
- E. **Pool Fence Height:** The Board discussed whether to move the scheduled fence replacement for the pool areas in order to install taller fences sooner than fence replacement is scheduled in the reserve study. A motion was made and seconded (Eva/Bonnie) to wait until 2018 to replace the fence at the Hillcrest Pool with a taller one.

#### **VIII. CORRESPONDENCE**

- A. **Maintenance Manual & Inspections:** Input from a Homeowner asking the Board to develop and implement a maintenance manual with annual inspections of all components. After reviewing legal input, a motion was made and seconded (Eva/Bob) not to develop or implement a maintenance manual since it was agreed that the reserve study with annual updates was sufficient.
- B. **Gate Damage Incident:** This item was discussed under the Management Report portion of the Agenda. No action was taken.
- C. **Trail Maintenance and Replacement of Plants:** This item was discussed under the Management Report portion of the Agenda. No action was taken.

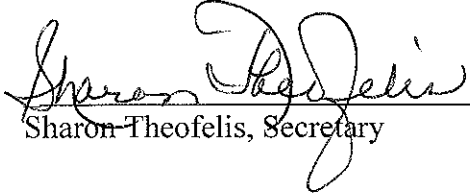
#### **IX. HOMEOWNER FORUM:** The following items were brought to the attention of the Board under this portion of the Agenda:

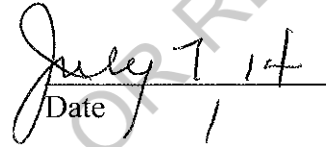
- **Finance Committee:** A Homeowner complained that the Finance Committee doesn't send a representative to the Board Meetings. Management will suggest that perhaps the committee members could take turns attending Board Meetings and give reports.
- **Grazing Complaint:** A Homeowner complained that the grazing results in trampling of the natural open space, changing the natural topography over time. He noted that wild life is evident less than it used to be. An Environmentalist and the Rocklin Fire Department have in the past recommended the natural process of grazing as opposed to string trimming.

X. **ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 8:30 P.M.

The next Board of Director's business meeting will be the on July 2, 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 June 4, 2014 as approved by the Board Members in attendance of a duly noticed Board meeting.*

  
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Sharon Theofelis, Secretary

  
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Date

NOT TO BE USED FOR TRANSFER OR RESALE