



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
May 3, 2017  
The Oaks, Rocklin, CA

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I. **CALL TO ORDER:** The meeting was called to order at 6:02 P.M. by Board President Bonnie Laderman at 2801 Springfield Drive, Rocklin, CA

**DIRECTORS PRESENT:** The following Board Members and management personnel were present as well as approximately 10 other Homeowners. Agendas were posted no less than four days prior to the meeting at the Hillcrest Pool bulletin board, and on the Association’s website.

Bonnie Laderman	President	<i>Present</i>
Bob Jones	Vice President	<i>Present</i>
Ryan Rosas	CFO	<i>Present</i>
Richard Campbell	Secretary	<i>Present</i>
Natalie Trost	Member at Large	<i>Present</i>
Melissa Bell	Management	<i>Present</i>
Mikki Cooper	Management (via FaceTime)	<i>Present</i>

II. **APPROVAL OF MINUTES:**

*Motion to approve the April 3, 2017 meeting minutes as submitted, Resolved, motion carried 5-0.*

III. **MANAGER’S REPORT:** The following items were briefly discussed with the Board and the members in attendance. •*Compliance* •*Maintenance*

- 1) **Executive Session Summary:** The Board met in Executive Session to discuss the following items:
  - i. **Compliance Issues**
  - ii. **Formation of Contracts**
  - iii. **Legal and Private Matters**

IV. **COMMITTEE REPORTS**

A. **Architectural Review Committee:** The committee met on April 19, 2017 and reviewed (10) Landscaping applications (*5 approved, 3 denied and 2 conditionally approved*), (3) exterior painting (*2 approved, 1 conditionally approved*), (9) solar applications (*9 approved*).

1) **Appointment of ARC Committee Members:** The ARC recommended the appointment of Adam Reinfeldt and Robert Ramirez to the ARC committee. The board met with both applicants in executive session. *Motion to approve the ARC committee recommendation and duly appoint Adam Reinfeldt and Robert Ramirez to serve on the ARC committee. Resolved, passed 5-0*



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- B. **Landscape Committee:** The landscape committee met on April 12, 2017. Several landscaping issues were discussed. Mr. Jeff Henderson attended as a guest who is also an interested volunteer for the committee.
  - 1) **Appointment of Landscape Committee Member:** The landscape committee recommended the appointment of Jeff Henderson. *Motion to approve the landscape committee's recommendation and duly appoint Jeff Henderson to serve on the Landscape Committee. Resolved, passed 5-0*
- C. **Finance Committee:** The committee met on May 25, 2017 and reviewed the financial reports for the month ending in March. Management provided bids from Browning Reserve Group (BRG) and TMT. The Finance committee requested a copy of each company's study. The committee would like to meet with the association's CPA to discuss the format of the study and do a comparison of all the information. Management recommended a decision as soon as possible so the reserve amounts will be available for the 2018 budget.
- D. **Trail Committee:** A report was not provided.
- E. **School Access Ad Hoc Committee:**
  - 1) **Appointment of Board Liaisons:** *Motion to appoint Ryan Rosas and Richard Campbell as board liaisons. Resolved, passed 5-0*

V. FINANCIAL REPORT

- A. **Treasurers Report:** Ryan Rosas provided a summary on the association's financials dated March 31, 2017. Total operating balance \$469,603.61, total reserve balance \$4,340,576.46. Year to date net income \$58,586.90. There are 135 accounts on the delinquency report with \$69,902.94 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. **Reserve Expense Authorizations:** The following reserve expenditures were approved so funds could be moved to operating. (i) *Bianco Landscape = \$4,303.00* (ii) *A&D Automatic Gate = \$27,416.00. Total transfer amount = \$31,719.00.*
- C. **Lien Resolution:** *In accordance to Civil Code §5740 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 March 31, 2017 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 §5740.*



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*The Board authorizes any director to sign and date any and all lien authorization forms as may be required for those delinquent members so noted in the attached delinquency report identified by their association account number. The report will be attached hereto the association's minutes.*

**VI. NEW BUSINESS**

- A. **Tree Removal / Abby Court:** Management met with the homeowner of 3704 Abby Court. The tree behind the owner's home is encroaching on the wrought iron fence. *Motion to have Arborwell remove the tree at a cost of \$918.00. Resolved, passed 5-0*
- B. **Next Door Communications:** There was brief discussion as to whether or not it would be beneficial to monitor some of the communications. The intent would be to have a proactive approach on resident's issues and assist them on how to address their concern. *The board chooses to stay away from public forums as it can cause miscommunications and become problematic.*
- C. **Restrictions for Rentals:** A question was raised if the association could enforce rentals to require professional landscaping contracts to care for their home while rented. *The board agreed that a rule like this could not be enforced upon a resident who chooses to rent their home.*

**VII. OPEN FORUM:** *Bob Jones announced to the members in attendance, the new sign in procedure and how to use the resident open forum slips.*

- A. Gate 14, parking and pushing open gate
- B. School access committee meeting
- C. Security and towing
- D. Update on gate 13

**VIII. ANNOUNCEMENTS:**

- June 7, 2017 Regular Board of Directors Meeting(s) at 6:00PM – The Oaks
- June 5, 2017 Executive Session Meeting at 6:00PM – Whitney Oaks Golf Club (*private meeting of the directors*)

**IX. ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 7:57 P.M.

Respectfully Submitted and Prepared by:



Melissa Bell, CAMEx | CCAM®  
The Management Trust



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*I 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 1, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.*

*[Handwritten Signature]*  
\_\_\_\_\_  
Signature

*6/2/17*  
\_\_\_\_\_  
Date