



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
September 6, 2017  
The Oaks, Rocklin, CA

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**I. CALL TO ORDER:** The meeting was called to order at 6:03 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 13 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.

Board Members Present:	Bonnie Laderman	President
	Bob Jones	Vice President
	Richard Campbell	Secretary
	Natalie Trost	CFO
	Rosalie Hayman	Member at Large

The Management Trust:	Melissa Bell, CAMEX   CCAM
	Mikki Cooper Assistant (via FaceTime)

**II. APPROVAL OF MINUTES:**

*Motion to approve the August 2, 2017 meeting minutes with minor correction. Motion carried, Resolved 5-0*

**III. EXECUTIVE MEETING SUMMARY:** The following items were briefly discussed with the Board and the members in attendance •*Compliance, Private Matters and Formation of Contracts.*

**A. Executive Session Summary – September 11, 2017:** The Board will meet in Executive Session to discuss the following items:

- i. **Compliance Issues:** (2) *Painting, (8) Landscape*
- ii. **Private Matters:**
- iii. **Formation of Contracts:** (i)*Asphalt project revised (ii)Installation of a French drain along v-ditch behind Woodhouse Court, \$8,676.00 (iii)Collection transfer*

**IV. SPECIAL GUEST:** Rocklin Police Representatives. The officers in attendance provided a brief discussion on some items of concern within the community including trespassing issues.

**V. COMMITTEE REPORTS**

**A. Architectural Review Committee:** The committee met on August 16, 2017 and reviewed (4) **Revised plans:** (4) *Landscaping (3 denied, 1 approved). (1) Exterior Paint (approved). New business:* (3) *Landscaping applications (3 denied). (2) Fencing Applications (1 denied, 1 approved). (1) Driveway modification (approved). (1) Exterior Lighting and Front Door (approved). (2) Pool Installations (approved). (2) Exterior Painting (approved). (3) Solar Applications (approved).*



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- B. Finance Committee:** The committee met on September 28, 2017 and reviewed the balance sheet and the P&L. The association is in very good financial health. Mr. Anton Bayer and Mr. Niles Bayer also attended the meeting to present a verbal report on the investment portfolio. Reserve expenses were reviewed and July funds totaled \$91,032.37.
- C. Trails Committee:** A report was not provided.

#### VI. FINANCIAL REPORT

- A. Treasurers Report:** Natalie Trost provided a summary on the association's financials dated August 31, 2017. Total operating balance \$543,579.76 total reserve balance \$4,541,433.06. Year to date net income \$46,997.64. There are 92 accounts on the delinquency report with \$57,680.17 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. Reserve Expense Authorizations:** The following reserve expenditures were approved:  
*Applied Landscape Materials = \$91,032.37.*
- C. Bad Debt:** Due to improper escrow in 2008, a write off was submitted in the amount of \$610.13. This included \$424.39 for assessments, \$70.00 for late fees and \$115.74 for recreation center. *A motion was made and approved. Resolved 4-1*
- D. 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 August 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.*

*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. Resolved 5-0*

#### VII. NEW BUSINESS:

- A. 3012 Western Way – Street Tree Variance:** It was noted on a site review that the resident removed one of their street trees. The residents contacted our office and requested a variance so they would not have to replace the tree due to the lot size. The request was presented to the ARC for a recommendation. The ARC recommends a variance be granted. The lot size was viewed and it was determined that due to the shape and size of the lot



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planting another tree is not necessary. *A motion was made and carried to approve the variance and the architectural committee's recommendation. Resolved 5-0*

- B. Clubhouse / Woodhouse Intersection:** It was brought to the board's attention that there are concerns when making a turn on Clubhouse Drive from Woodhouse Court. The resident requested to have this area inspected for possible solutions to what they allege is a blind corner. The board will do some research with a qualified professional and request recommendations and if any changes are needed.
- C. Path Issue on Pebble Beach:** Management was notified that there is a problem with motor cycles and golf carts using the pathway at the end of Pebble Beach. The paint and rock work is being damaged by the usage of these vehicles. *The board directed management to obtain some bids and recommendations. Management can proceed with a fix if costs are within the manager's allotted approval limit.*

#### **VIII. OLD BUSINESS:**

- A. School Access Committee:** Mr. Joe Wuelfing presented a verbal and written report regarding school access to Rocklin High School. It was requested to have the board liaisons changed from Secretary Campbell to Director Hayman. *The board approved the change and appointed Director Hayman as new liaison. President Laderman will remain as additional liaison.*
- B. Gate 14 Activity / Black Oak Pool:** Mr. Matt Weir suggested to extend patrol at gate 14 until daylight savings time due to the continued problems in the area with parking. *The board motioned to extend patrol until daylight savings on Friday, Saturday and Sunday from 6:00 p.m. – 9:00 p.m. Motion carried, Resolved 5-0.* The board suggested appropriate budgeting for 2018 to cover additional patrol costs.

#### **IX. OPEN FORUM:**

- A.** School Access / Fence
- B.** Pool Open extending pass Labor Day
- C.** Flooding issue behind Woodhouse Court
- D.** Parcel E maintenance / Army Corps
- E.** Tree work completed by ECO Landscape / Parcel E
- F.** Meeting with Army Corps and Mr. Jim Gibson to discuss Parcel E
- G.** Towing and emails
- H.** Pictures of teens
- I.** School officials invited to meeting
- J.** Color of gates at Clubhouse Drive

#### **X. ANNOUNCEMENTS:**

- October 4, 2017 Regular Board of Directors Meeting(s) at 6:00PM – The Oaks



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➤ October 2, 2017 Executive Session Meeting at 6:00PM – Whitney Oaks Golf Club  
(private meeting of the directors)

XI. **ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 8:58 P.M.

Respectfully Submitted and Prepared by:



Melissa Bell CAMEx, | CCAM®  
The Management Trust

*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 September 6, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.*

*Melissa Bell*

Signature

10/4/17

Date