



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
September 5, 2018
The Oaks at Springfield, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:00 P.M. at 2801 Springfield Drive, Rocklin, CA, The Oaks, by CFO, Campbell.

Agendas were posted no less than four days prior to the meeting at the Hillcrest Pool bulletin board. Additional postings on the Association’s website and the Gables at Springfield.

DIRECTORS PRESENT:

Board Members Present/Absent:	Natalie Trost	President	<i>Absent</i>
	Bob Jones	Vice-President	<i>Absent</i>
	Richard Campbell	CFO	<i>Present</i>
	Rosalie Hayman	Secretary	<i>Present</i>
	Rick Jordan	Director	<i>Present</i>

The Management Trust: Melissa Bell, CAMEx | CCAM – Executive Manager
Mikki Cooper- Assistant Manager (via FaceTime)

II. **APPROVAL OF MINUTES:**

Motion to approve the August 1, 2018 meeting minutes as submitted. Motion carried, Resolved 3-0

III. **EXECUTIVE MEETING SUMMARY:** The following items were briefly discussed with the Board and the members in attendance:

- A. **Executive Session Summary – August 6, 2018:** The Board met in Executive Session to discuss the following items:
 - i. **Compliance:** (2) Landscaping, (1) Architectural, (1) Maintenance
 - ii. **Private Matters:**
 - iii. **Formation of Contracts:**
 - a. **PCC Engagement Letter:** *The association’s year-end review will be conducted by PCC at a cost of \$3,500 and prepare taxes at a cost of \$1,500. Price not to exceed \$5,000*

IV. **COMMITTEE REPORTS:**

A. **Architectural Review Committee:** The following applications were reviewed on August 15, 2018:

Modification	Applications Received	Approved	Denied	Conditionally Approved
Swimming Pool	1	1		
Patio Cover	3		2	1
Exterior Paint	4	2		2

V. **FINANCIAL REPORT**

A. **Treasurers Report:** CFO, Richard Campbell, provided a summary on the association’s financials dated July 31, 2018. Total operating balance \$499,795.41, total reserve balance



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\$4,726,264.55. Year to date net income \$29,771.77. There are 112 accounts on the delinquency report with \$60,369.20 in accounts receivables that includes collection costs, interest, late fees and assessments.

- B. Reserve Expense Authorizations:** The following reserve expenditures were approved for funding transfers:

Vendor	Amount
A & D Gates	\$ 5,954.70

- 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 July 31, 2018 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 3-0, motion passed

VI. NEW BUSINESS:

- A. ARC Exterior Paint Appeal:** The owners of U34/L1152 appealed to the board for the approval of paint colors denied by the Architectural Committee. The residents would prefer to paint the garage door Oxford Brown. Oxford Brown is not listed as an approved color for garage doors. The ARC recommended approval. ***Motion to approve a variance for the exterior color, Oxford Brown, to be used as the garage door color. Resolved 3-0, Motion passed***
- B. Appoint Inspector of Elections:** *Tabled, management directed to obtain costs.*
- C. Approve Proposed Rules for Membership Review:** ***Motion to approve the following rules for thirty-day membership review. Motion carried, Resolved 3-0***
- a. Updated Election Rules
 - b. Gate Remote Access Policy
 - c. Clothesline Use
 - d. Drone Use



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e. Smoking/Marijuana

VII. OPEN FORUM:

- A. *Goats*
- B. *Fire Access Gate*
- C. *Email Addresses*
- D. *Entrance Signs*
- E. *Weed Abatement*
- F. *Black Oak Area Update*

VIII. ANNOUNCEMENTS:

- October 1, 2018 – Executive Session – Whitney Oaks Golf Course (*private meeting-not open to the membership*) 5:00 PM
- October 3, 2018 – Regular Session (Open) – The Oaks at Springfield 6:00 PM

IX. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 6:35 p.m.

Respectfully Submitted and Prepared by:

Melissa Bell, CAMEx | CCAM®
Executive, Association Manager



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 5, 2018 as approved by the Board Members in attendance of a duly noticed Board meeting.

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Signature

10/3/18

Date