



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES December 2, 2015 - 6:00 P.M. The Oaks, Rocklin, CA

I. CALL TO ORDER: The meeting was called to order at 6:00 P.M. by Board President Rick Jordan.

DIRECTORS PRESENT: The following Board Members and management personnel were present as well as approximately eight other Homeowners. Agendas were posted at least four days prior to the meeting at The Gables, at the Hillcrest Pool bulletin board, and on the Association’s web site.

Rick Jordan	President
Chris Krajewski	Vice President
Bonnie Laderman	CFO
Sharon Theofelis	Secretary
Bob Jones	Member at Large
Vicky Langer	The Management Trust

II. APPROVAL OF MINUTES:
A motion was made and seconded (Rick/Bonnie) to approve the minutes of the November 4, 2015 Board of Directors Meeting as drafted. The motion was unanimously adopted.

A motion was made and seconded (Bonnie/Bob) to approve the minutes of the November 16, 2015 Board of Directors Meeting at which the ballots were counted as drafted and the minutes of the November 16, 2015 Annual Membership Meeting. The motion was adopted with Sharon voting against and Chris abstaining.

A motion was made and seconded (Chris/Bonnie) to approve the minutes of the November 16, 2015 Board of Directors Organizational Meeting as drafted. The motion was unanimously adopted.

III. MANAGER’S REPORT: Vicky Langer, Association Manager, reviewed items not on the Agenda from her written report and logs (violation log and work order log) with the Board and the members present. The following items were highlighted:

- ❖ **Executive Session Meeting:** It was reported that on November 2nd the Board met in Executive Session to discuss compliance issues, contracts, legal/litigation, and collections.
- ❖ **Proposed Landscape Improvements at 2912/16 Old Oak Tree Way:** A plan from BLM was submitted with a formal request to Leah at the Army Corps of Engineers. The request was denied.
- ❖ **Tree in Fire Access Area Removed:** A tree in the drain and fire access area next to 2213 Raintree Ct. is being removed.
- ❖ **White Spots on Streets:** The white circles painted in the middle of the streets were painted by the City of Rocklin. They are marking the center of the streets for a mapping job (aerial photos) they will be doing in January.
- ❖ **Monument Signs:** It has been confirmed that the responsibility for maintenance of the monument signs on stone pillars throughout the neighborhood is that of the City of Rocklin. We requested they paint their signs and they responded that they are first attempting to clean/polish them. Also some are falling apart.
- ❖ **Gate vs. Vehicle Incidents:** Vicky is working with four different insurance claims adjustors with regard to recent damages caused by vehicles. We've been getting input from the gate vendor regarding whether the gates were malfunctioning (none), bids for repairs, photos, and other information to the various insurance adjustors that are processing the claims.
 1. **Gate #11:** 1-800-Got-Junk truck damaged gate on 10/15/15. Due to slow and inadequate response by company that caused the damage a claim on the Association's property policy has been filed. They will pay the claim and subrogate against the other insurance carrier. Cost is \$7,300.
 2. **Gate #1:** A tenant living on Burlwood Ct. damaged this gate on 11/3/15. They claimed the gate malfunctioned. Geico Insurance who is handling their claim has indicated that they are accepting full responsibility for this claim. Cost is \$3,629.
 3. **Gate #17:** At night on 11/12/15 a driver working in the Pleasant Creek neighborhood hit the exit gate when it started closing. Mercury Insurance is processing the claim. Cost is \$1,612.
- ❖ **Long Term Grazing Plan:** Lee Hazeltine will not be doing this or bidding this job for 2016. Other grazing companies will be requested to bid. A bid for string trimming the 200 acres of open space will also be obtained.

- ❖ **Pool Rust:** A bid request for replacement of the rusty sections of concrete that included a specification prepared by Telesis Construction has been sent out. This will be a January agenda item.
- ❖ **Updates on Drainage Work:**
 - Drain Cleaning at 7 Areas: ESR was given the approval from the Army Corps of Engineers in mid-October with one minor request for revision/paperwork. ESR got all of the bad areas opened up and will be finished with the work by the end of next week.
 - Construction Defect work Area #3: The plans have been OK'd by SPMUD and gone to the City of Rocklin. Due to the fact that the street will need to be opened up Sandbags are being put at the house/yard that got flooded last year.
- ❖ **Fire Access Gate Issue:** A fire access gate inside of the Tahoe Ct. entry has bad hinges that are being replaced. Also, there is a tree near the fence in this area that has huge roots invading the Springfield common area and damaging the fence. A tree company is looking at that problem.

IV. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported that the November Agenda was light with only eight items, including two solar applications that were approved, and several that were denied due to lack of information and/or complete plans.
- B. **Landscape Committee:** No report was given as no meeting was held in November.
- C. **Finance Committee:** No report was given as no meeting was held in November.
- D. **Trail Committee:** A report from Richard Conrad was read. BLM's repair work looks good.
- E. **Speed Task Force:** A motion was made and seconded (Chris/Bonnie) to send the committee a memo from the Board of Directors asking it to meet more often, clarify what is happening and provide updates and reports more often. The motion was unanimously adopted.

V. **FINANCIAL REPORT**

- A. **Treasurers Report:** Bonnie Laderman reviewed the financial reports for the month ending October 31, 2015, highlighting account balances, monthly and year-to-date income vs. expenses. The Association is over budget year to date by \$13,753.
- B. **Reserve Expense Authorizations:** Motions were made and seconded to approve the Reserve Expense Authorizations for reserve expenditures of \$7,625 (Bonnie/Chris), \$61,432.73 (Bonnie/Chris), and \$1,990 (Bob/Chris) as listed in the financial reports. The motions were unanimously adopted.

VI. **UNFINISHED BUSINESS**

- A. **Painting of Red Curbs at Gates 15 and 16:** The Board reviewed several proposals for this project. A motion was made and seconded (Sharon/Bob) to approve the proposal from Progressive Painting at a cost of \$820. The motion was unanimously adopted.
- B. **Hillcrest Neighborhood Proposed Parking Restrictions – Survey Results:** The Board reviewed a spreadsheet summary of the surveys as well as the actual surveys received from residents living in the Hillcrest neighborhood. 45 responses were received out of approximately 150 residents. No action was taken. The Board is anticipating receipt of a proposed agreement from the Rocklin Unified School District that would involve both parties putting up fences.
- C. **LED Conversion Loan Summary and Payments:** The Board reviewed the loan payment schedule for the 0% interest loan for the LED retrofit project and discussed whether to pay the required payment or another amount each month. A motion was made and seconded (Bonnie/Bob) to approve the 0% loan payments of \$884.04 per month for a period of five years. The motion was unanimously adopted.
- D. **Architectural Appeal – 2956 Fox Hill Dr. – Svendsen – Fence:** The Board discussed the architectural appeal. A motion was made to approve the appeal of the architectural application (moving the fence to the property line and some planting per application), contingent upon verification by management of a professional survey that verifies the location of the fence is at the location of the property line. The motion was approved on a three to two vote with Bob and Bonnie voting against. Conducting a survey would start the process and the Owner would have a year to finish the job.

- E. Concrete Grinding Survey (List of Locations) and Proposal:** The Board reviewed a list of locations and costs for grinding down potential trip hazards. A motion was made and seconded (Sharon/Rick) to approve the proposal from Grindco to grind 48 locations at a cost of \$2,273. The motion was unanimously adopted.

VII. NEW BUSINESS

- A. Whether to Install Speed Bumps at High Traffic Gates:** The Board discussed the possibility of putting in speed bumps at high traffic gates. The idea of putting some in temporary bumps was also discussed. Vicky will get information on whether speed bumps would affect the loop detectors. This will be discussed further at the January meeting.
- B. Whether to Update Wetland Map – Proposal for Survey:** The Board reviewed a proposal from Jim Gibson to prepare an updated survey and map of the wetlands. According to the Army Corps of Engineers, after five years a wetland map cannot be relied upon. No action was taken.
- C. Hillcrest Pool Fence Replacement:** The Board reviewed four bids to replace the fence with 6' or 7' options. A motion was made and seconded (Bob/Bonnie) to approve the proposal from Linmore Fencing to install a 7' foot high fence at a cost of \$14,020. The motion was unanimously adopted.
- D. Drain Work at 2328/2330 Clubhouse – Proposed Additional Work:** After a discussion a motion was made to approve a proposal from ESR (Sharon/Bob) to add rip rap at the drain between 2328 and 2330 Clubhouse Drive. The motion was unanimously adopted.
- E. Recommended Equipment Replacement at Fitness Center:** A motion was made and seconded (Sharon/Rick) to approve replacing the stair climbing machine with a recumbent bike at a cost of \$1,500. The motion was adopted unanimously.
- F. Proposed Sidewalk Drain at 2304 Pioneer Way:** Rick explained the recommendation of Bianco Landscape Management regarding the proposed installation of one or two drains under the sidewalk. A motion was made and seconded to approve the installation of one or two 2.5" plastic drains under the sidewalk at this address at a cost not to exceed \$800. The motion was unanimously adopted.

VIII. CORRESPONDENCE

Correspondence listed on the Agenda was reviewed. The correspondence was from an owner regarding an ARC appeal that was denied by the Board. No action was taken.

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

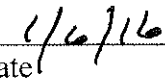
- A Homeowner noted that the drain pipe digging by the Hillcrest pool should extend further into the drain area. He was concerned that this will create a ponding and mosquito problem. The Association is limited on how far it can dig due to the area being designated wetlands.
- Ken Morrow commented on the drain improvement work and noted that the change orders should have been included in the original scope of work.

A. **ADJOURNMENT:** There being no further item of business to discuss, upon a motion duly made and seconded, the meeting was adjourned at 7:50 P.M. The next Board of Director's open meeting will be held on December 2, 2015 at 6:00 P.M. at the Oaks in Springfield: 2801 Springfield Blvd., Rocklin, CA.

Approved by the Board of Directors



Sharon Theofelis, Secretary



Date