



# WHITNEY OAKS

## WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES May 4, 2016 - 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 14 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 Jordon	President	
Chris Krajewski	Vice President	Absent
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 (Bob/Bonnie) to approve the minutes of the April 6, 2016 regular Board Meeting as corrected. The motion was unanimously adopted. A motion was made and seconded (Bonnie/Sharon) to also approve the minutes of the joint Board and Finance Committee Meeting held on April 28, 2016.

**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. Items reported by Vicky in her report included:

- **Executive Session Meeting:** It was reported that on April 4<sup>th</sup> the Board met in Executive Session to discuss compliance issues, contracts, and legal/litigation.

#### IV. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported on the 17 items discussed at the April meeting and the Board reviewed the minutes of that meeting. Four of the landscape modification requests were denied for various reasons.
- B. **Landscape Committee:** The Board reviewed the minutes of the April meeting. Richard Campbell reported that the time of the meetings has been moved to 5:00 PM and that the committee is meeting outdoors on site so that, as weather permits, the members can go look around at various items. Broken concrete mowing edges (such as many at Vivien Park) are being dug up and re-set rather than removed or replaced, but this is labor intensive. Some should be replaced. Vicky is gathering information and recommendations with regard to V-ditch maintenance.
- C. **Finance & Trail Committee:** Ken Morrow reported that the Trail Committee met on April 30<sup>th</sup> and looked at all of the trails and their recommendations have been sent to management. These will be reviewed at the June Board Meeting.

#### V. FINANCIAL REPORT

- A. **Treasurers Report:** Bonnie Laderman reviewed the financial reports for the month ending March 31, 2016, highlighting account balances and monthly and year-to-date income vs. expenses. Expenses are under budget by \$58,339 and under income by \$57,310. She also reported that the Finance Committee and Board met on April 28<sup>th</sup> and were updated on the performance of the Association's investment funds.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Sharon/Bonnie) to approve the February reserve transfers (\$28,705 and \$1,791). The motion was unanimously adopted.
- C. **Lien Resolution:** In accordance with Civil Code 5673 a motion was made, seconded (Bob/Bonnie) and unanimously adopted to authorize and instruct 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 members listed on the Association's delinquency report dated March 31, 2016 and who are, or become, delinquent beyond 60 days. This authorization shall only apply to those members who have been properly noticed of their delinquent assessments and of their rights as delinquent members in accordance with Civil Code 5660. The Board further authorizes any director to sign and date any and all

lien authorization forms as may be required for those delinquent members so noted in these minutes as identified by their Association account numbers:

741942 and 468172

**VI. UNIFNISHED BUSINESS**

- A. Paint Palette Update – Comments and Whether to Adopt:** A motion was made and seconded (Sharon/Bonnie) to approve the proposed updated paint palette. The motion was unanimously adopted. Homeowners will be notified.
  
- B. Dead Tree Removal Requests – 3752 Coldwater Drive:** After a discussion and reconsideration of the Homeowner’s request and input from management regarding policy, regulations, and costs, a motion was made and seconded (Rick/Sharon) to approve removal of the dead tree not to exceed \$1080, leaving the dead wood in the open space. The motion was adopted on a 3 to 1 vote with Bob Jones voting against.
  
- C. Entry Monument Sign Replacements:** After reviewing bids, a motion was made and seconded (Sharon/Bonnie) to approve the Fast Signs proposal to replace 11 monument entry signs (for \$12,893) Management will get warranty information and estimated life to Board.

**VII. NEW BUSINESS**

- A. New Dead Tree Removal Requests - 3952 Coldwater, Pioneer Hillside, Abby Ct.:** A motion was made and seconded (Rick/Sharon) to approve removal of the dead tree at 3952 Coldwater (\$550) and other locations. The motion was unanimously adopted.
  
- B. Asphalt Project 2016 – Review Proposals:** After reviewing five proposals, a motion was made and seconded (Bonnie/Sharon) to approve the proposal from California Pavement Maintenance at a cost of \$119,950 which includes having two coats of sealant used.
  
- C. Architectural Appeal – 3414 Kensington Court – Greenhouse and Patio Cover:** After discussion, a motion was made and seconded (Rick/Bob) to deny the appeal for a patio cover in the Exclusive Use Common Area backyard. Trellises in excess of 6 feet tall are not allowed (per the Unit 44 CC&Rs). The motion was unanimously adopted. A motion was made and seconded (Rick/Sharon) to approve the proposed greenhouse. The motion was adopted on a 3 to 1 vote with Bonnie voting against.

- D. **Whether to Propose Change in Towing Notification Policy for Hillcrest Area:** The Board discussed this and the consensus was not to use a different policy for daytime parking enforcement in the Hillcrest neighborhood than the policy of posting tow warning stickers/notices before towing (as is done for nighttime parking enforcement).
- E. **Whether to Establish Annual Student Scholarship Award:** Homeowner input strongly opposed to the idea was reviewed. If the Association was to establish this it would not be with Association funds. No action was taken.
- F. **Proposed Magnetic Locks for Gate 13:** A motion was made and seconded (Sharon/Bob) to approve the proposed installation of magnetic locks at Gate 13 by A&D Gates to help keep the gates from malfunctioning opening when winds are strong.
- G. **Proposed Plans for Six Gate Area Landscape Improvements:** A motion was made and seconded (Sharon/Bonnie) to approve the designs/plans for six of the gate entries and to bid it out with water smart nozzles. Management will send the plans for these out for bids. Management will get cost for irrigation controller upgrades for the Board's consideration.

#### **VIII. CORRESPONDENCE**

- Correspondence listed on the Agenda was reviewed including the following:
- Letter from Jim Shenk (Horseshoe Ct.) re: Request to Install Large Boulders or Barriers (Bollards) at Crest & Park Drive: *Jim Schenk distributed photos and voiced concerns about the smaller boulders that were put outside the wall behind his home to add a layer of protection from future accidents. In a three month period, two separate accidents occurred, demolishing two separate sections of the sound wall. The Board considered whether to install 7 concrete bollards or to install two large 5' x 5' boulders. A motion was made and seconded (Sharon/Rick) to approve the proposal from Bianco Landscape Management to install two large boulders at a cost of \$1,016, which includes relocating two smaller boulders . The motion was unanimously adopted.*
  - Email To/From Garth Tanner re: Avail. of Wetlands Conservancy Board Minutes
  - Emails To/From Various Owners re: Grazing
  - Email To/From Daniel Kennelly re: Request for Fitness Center Improvements
  - Email Update From Lee Hazeltine re: Grazing Program Progress
  - Emails From Various Owners re: Thank You for Parking Restrictions in Hillcrest Area


- Correspondence From Wetlands Conservancy Board re: Resolution on Procedures for Work Proposals in Wetland Areas
- Email from Mary Wilshire re: Irrigation Upgrades for Water Savings
- Email from Shannon Penders re: Thank You for Grass at Vivien Park
- Emails To/From Peter March re: Garage Sale Policy. *The Board and members discussed whether gates should be held open for groups of owners or neighborhoods holding garage sales. It was suggested an official day for garage sales be set once or twice a year. No action was taken.*

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

- **Springfield Security:** The WOCA Board suggested the Board Liaison from Springfield take the idea of including the Springfield community in the security patrols and parking enforcement, moving it from cost center 2 to the Streets and Gates cost center 1.
- **Architectural Procedures:** A Homeowner asked for clarification on the process for submitting an architectural application, painting and getting approval for paint colors.
- **Drainage:** A Homeowner from Unit 44 asked for an explanation of the storm drain inspection and report done by Thunder Mountain Enterprises. Management clarified what was done and explained the difference between landscape drains and storm drains.

**X. ADJOURNMENT:** There being no further items of business to discuss, the meeting was adjourned at 7:55 P.M. The next Board of Director's open meeting will be held on June 1, 2016 at 6:00 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 May 4, 2016 as approved by the Board Members in attendance of a duly noticed Board meeting.*

  
 Sharon Theofelis, Secretary

6/1/16  
 Date