



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION BOARD MEETING MINUTES

June 1, 2016
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 10 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
Sharon Theofelis	Secretary
Bob Jones	Member at Large
Bonnie Laderman	CFO - Absent
Vicky Langer	The Management Trust

- II. **APPROVAL OF MINUTES:**

A motion was made and seconded (Bob/Sharon) to approve the minutes of the May 4, 2016 regular Board Meeting as drafted. The motion was unanimously adopted.

- III. **SPECIAL GUESTS – BIANCO LANDSCAPE MANAGEMENT**

John Bianco and Doug Gillen of BLM attended the meeting and reviewed their recommendations and proposals to upgrade irrigation controllers and nozzles. The recommended priority areas include gate 24 and the slope area North of Park Drive (E. of Whitney Oaks Dr.) and the slope area across from Gate 21, Unit 39, Unit 44, and the pool areas, in that order. The pond at the upper end of the property and how water is distributed from it were reviewed. The water is shared with the golf course (1st), the City of Rocklin (2nd) and the Association (3rd). The golf course is responsible for maintaining the pump. Smart controllers are approximately \$1500 depending on the size (12-48 stations). A 25%-30% water savings is expected after upgrading the controllers and a 25%-30% savings.

The consensus of the Board was to have management get competitive bids for the same scope of work. The proposed type of controllers can be upgraded to a central control system if the Board wants to do that at a later date.

IV. **MANAGER'S REPORT:** Vicky Langer 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 included:

- **Executive Session Meeting:** On May 2, 2016 the Board met in Executive Session to discuss compliance issues, contracts, and delinquencies. The Board also met in Executive Session on May 17th to discuss personnel.
- **Fitness Center Upgrades:** The new equipment and the carpeting has been installed and looks great.
- **Street Sweeping:** One of the approved street sweeping jobs was done by Wells Sweeping on May 18th. Per the approval, all of the streets will be cleaned in May, August and November.
- **Pool Plants:** After review by the Landscape Committee, approval was given to BLM to plant shrubs in front of the Hillcrest Pool at a cost of \$480. In addition, two medium sized boulders, initially put in the accident area at Crest and Park, were moved to this area.
- **Hillcrest Parking Restrictions:** For the past month, we have had the same officer doing the patrols 2 days per week to enforce the new parking restrictions in the Hillcrest neighborhood. This has been working much better than the first few weeks when we were getting a different officer each time.
- **Painting Preparation:** Bids are being reviewed in the Executive Session meeting. The landscapers have been asked to start clearing the areas around common area wrought iron fences. The Springfield Board Manager has indicated that they are agreeable to splitting costs on fences that border open space and their areas.
- **Red Curbs:** The red curbs in Units 39 and 44 are looking bad and bids have been requested to repaint them.
- **Dead Tree Removal Request – Wetlands Area Behind 4010 Legend Dr.:** Last year the Board approved removing some dead trees behind/beside 4010 Legend Drive, but it was determined that the trees were in wetland space. The homeowner has resubmitted a request that the trees be removed because they are close to his roof and one is leaning on his fence. A request and drawing has been submitted to the Wetland Conservancy Board to review the proposed removals in accordance with the new procedure. Vicky is following up with the Conservancy Board on this item.
- **Hillcrest Ponding Issue:** Vicky met with Mark Wilhite of ESR to look at the ponding issue near 2841-2847 Hillcrest Road. This is where the new drains got put in behind the homes to the right of this one but did not extend all the way down the street. This will be on the next meeting Agenda after input from the Engineers at ESR is received.

- **Plumbing Work at 3724 Abby Court:** The Owner is having to run new pipes and has dug up the front yard. A dying tree and its stump/roots were removed so they could install the pipes. There have been a series of plumbing issues in this neighborhood as well as in Unit 44 due to poor construction.
- **Procedural Change – Parking Enforcement:** Rather than issuing tow warning courtesy notices before tow stickers, the Board voted unanimously by email to eliminate the courtesy notice and post only the tow stickers on the 4th night so they can be towed on the 5th night. This will help security to crack down on the chronic offenders.
- **Oak Tree Down:** An Oak tree died and fell from our greenbelt area on Pleasant Creek (at the end). We are having it removed from the City's park area by BLM.

V. COMMITTEE REPORTS

- A. **Architectural Review Committee:** Eric King reported that several committee members are going through significant challenges but continue to serve. He reviewed the number and types of applications that were reviewed and either denied or approved them at the May meeting. The Board reviewed the meeting minutes.
- B. **Landscape Committee:** The Board reviewed the minutes of the May 11th meeting. Richard Campbell reported that the recent meeting was outdoors. He reviewed recent issues that have been resolved. The committee has concern about quality control issues and is meeting with BLM in June.
- C. **Finance Committee:** The Board reviewed the minutes of the May 26th meeting and management reviewed and summarized what took place.
- D. **Trail Committee:** Richard Conrad reported that the work done last year was significant and is holding up well. The committee has looked at the trails, evaluated needs and made recommendations regarding what work would be appropriate to further improve the trails. There are some areas where it was recommended that decomposed granite be replaced with asphalt.

VI. FINANCIAL REPORT

- A. **Treasurers Report:** Bonnie Laderman was not in attendance but Rick reviewed her CFO report and the financial reports for the month ending April 30, 2016, highlighting account balances and monthly and year-to-date income vs. expenses. Expenses are under budget by \$55,583 and under income by \$118,477.
- B. **Reserve Expense Authorizations:** A motion was made and seconded (Bob/Sharon) to approve the April reserve transfers in an amount of \$58,865. The motion was unanimously adopted.
- C. **Lien Resolution:** The Lien Resolution did not have to be adopted since there were no pending liens.

VII. UNIFNISHED BUSINESS

- A. Proposed Irrigation Controller and Nozzle Upgrades:** This item was tabled to the next meeting.
- B. Asphalt Project – Proposed Resident Notifications:** A motion was made and seconded (Chris/Sharon) to approve the change order regarding individual notification of residents prior to sealcoating. The motion was unanimously adopted.
- C. V-Gutter Maintenance:** Management reviewed input from the paint supplier and ESR regarding filling the cracks in v-ditches since some areas are worse than others. Hillcrest v-ditches have been somewhat addressed with caulking. It was noted that BLM cleans out the ditches and would know which ones might need attention.

VIII. NEW BUSINESS

- A. Appointment of Landscape Committee Volunteer Mary Wilshire:** A motion was made and seconded (Sharon/Chris) to appoint Mary to the Landscape Committee. The motion was unanimously adopted.
- B. Gate 13 versus Vehicle Incident – Damage Reimbursement Request from 3708 Coldwater:** A motion was made and seconded (Rick/Chris) for the Association to pay for the low bid on the repairs (approximately \$2,000), with a cap on the rental car not to exceed \$300. The motion was unanimously adopted.
- C. Foot Bridge at Vivien – Replacement Proposal:** A motion was made and seconded (Sharon/Bob) to approve a proposal from RCR for \$1,650 to replace this foot bridge. The motion was unanimously adopted.
- D. Whether to Convert Locks at Hillcrest Fitness Center and Pools:** Management will get information on internet access charges for both pools which would require installing a fob type key system at the pool gates and fitness center doors.
- E. Whether to Adopt Rules or Get Legal Input Regarding Use of Drones:** The Board and members discussed this issue. It was the consensus of the Board to wait and see if problems develop and what other Associations are doing with regard to rules and drones. No action was taken.
- F. Whether to Pursue Bar Code Sticker Gate Entry System:** Rick explained an idea of installing barcodes on vehicles that would be read upon entry. The Board and other members discussed this. Management will get ballpark costs and requirements for further discussion at the next meeting.

- G. Springfield Request for Permission to Install Neighborhood Watch Signs:**
A motion was made and seconded (Sharon/Rick) to approve the two requested neighborhood watch signs. The motion was unanimously adopted.

IX. CORRESPONDENCE

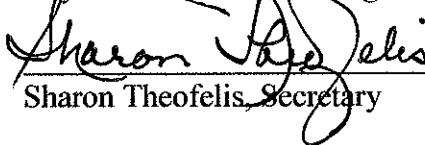
Correspondence listed on the Agenda was reviewed including the following:

- Emails To/From Mike Carey re: New Weight Machine at Fitness Center: A discussion was held about this and no action was taken.
- Emails To/From Wetland Conservancy re: Dead Trees behind 4010 Legend Dr. No action taken.
- Emails To/From Robert Ramirez re: Storm Drain Request – 2847 Hillcrest Dr.: This item will be on next month’s meeting agenda. Mr. Ramirez was at the meeting and explained the concern. The drains installed behind the homes from Pheasant up to 2849 Hillcrest. He lives at 2847 and it was noted that water sits in the area between 2841-2847 Hillcrest. He requested regular cleaning so that slime doesn’t develop. Street cleaning once a month was suggested. Management will get a cost for that (to clean just this area). It could be done during the months other than hot summer months.


- X. HOMEOWNER FORUM:** There were no new items brought to the Board’s attention.

- XI. ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 7:50 P.M. The next Board of Director’s open meeting will be held on July 6, 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 June 1, 2016 as approved by the Board Members in attendance of a duly noticed Board meeting.



Sharon Theofelis, Secretary



Date