



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
October 4, 2017  
The Oaks, Rocklin, CA

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I. **CALL TO ORDER:** The meeting was called to order at 6:00 P.M. by Board President Bonnie Laderman at 2801 Springfield Drive, Rocklin, CA

**DIRECTORS PRESENT:**

*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/Absent: | Bonnie Laderman  | President       | <i>Present</i> |
|                               | Bob Jones        | Vice President  | <i>Present</i> |
|                               | Richard Campbell | Secretary       | <i>Absent</i>  |
|                               | Natalie Trost    | CFO             | <i>Present</i> |
|                               | Rosalie Hayman   | Member at Large | <i>Present</i> |

|                       |  |
|-----------------------|--|
| The Management Trust: | Melissa Bell, CAMEX   CCAM                     |
|                       | Mikki Cooper Assistant ( <i>via FaceTime</i> ) |

II. **APPROVAL OF MINUTES:**

*Motion to approve the September 6, 2017 meeting minutes were approved as submitted. Motion carried, Resolved 4-0*

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 – October 2, 2017:** The Board met in Executive Session to discuss the following items:
  - i. **Compliance Issues:** (1) *Vehicle*, (3) *Landscape*
  - ii. **Legal/Private Matters:**
  - iii. **Formation of Contracts:** (i) *Approval of Patrol contract. Annual price \$62,029.08 plus monthly fuel prices.* (ii) *Repair of damaged gate #22 = \$3,716.55* (iii) *Additional repairs for asphalt cracks (phase 2) totaling \$33,600.00.*

IV. **COMMITTEE REPORTS**

- A. **Architectural Review Committee:** The committee met on September 16, 2017 and reviewed (4) **Revised plans:** (3) *Landscaping (2 denied, 1 approved)* (1) *Fencing (approved)*. **New business:** (1) *Fence Installation (approved)*. (1) *Tree Removal (denied)*. (4) *Exterior Painting ((2) approved, (1) denied, (1) conditionally approved.* (2) *Solar Applications (approved)*. (4) *Other: Solar skylights (approved), Security Screen Door (approved), Driveway stain (denied), Driveway modification (approved)*.
- B. **Finance Committee:** The committee met on October 26, 2017 and reviewed the balance sheet and the P&L. The association is in very good financial health. Currently to date the



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restricted reserve funds for the brokerage account total \$4,364,533.00 and total assets = \$5,173,862.17.

### V. FINANCIAL REPORT

- A. Treasurers Report:** Natalie Trost provided a summary on the association's financials dated September 30, 2017. Total operating balance \$438,111.93 total reserve balance \$4,601,385.06. Year to date net income \$64,835.77. There are 105 accounts on the delinquency report with \$59,851.49 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. Reserve Expense Authorizations:** The following reserve expenditures were approved: *Specialty Services - Fence repairs for Unit 39 = \$4,378.00, Jeff's Plumbing – Sewer repairs = \$3,637.66, Xelectrix – Light pole replacement = \$5,075.00. Total reserve expenditures for September = \$13,090.66.*
- 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 September 30, 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*

### VI. NEW BUSINESS:

- A. Appoint Inspector of Elections:** As provided for in Civil Code §5105(a)(5), the board appointed Barbara Oeberst, The Management Trust, PO Box 1459, Folsom, CA 95763 as Inspector of Elections for the November 13, 2017 board election and annual membership meeting. *Motion carried. Resolved 4-0*
- B. Appointment of Don Biddle to the Wetland Conservatory:** As provided for in Corp. Code §7210, the board appointed Don Biddle to represent Whitney Oaks and serve on the Wetland Conservatory. *Motion carried. Resolved 4-0.*

### VII. OLD BUSINESS:

- A. Gate 14 Activity / Black Oak Pool:** The board will set up a meeting with the City of Rocklin to discuss Park Drive and Boulder Ridge Parking concerns and possible solutions. A draft of the parking rules were provided and management requested some direction from



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the board as to how the rules should be set up and implemented. The gate code will be changed and the new code will be announced in the October newsletter. No action is currently taking place for vendor codes but further exploration will be discussed. Curb painting will be done when phase two of the asphalt project is scheduled in the spring.

- B. School Access Discussion:** The board of directors met with Craig Rouse, Senior Director Facilities, Maintenance & Operations for the Rocklin Unified School District. Additionally, two members, Ryan Rosas and Chris Krajewski were in attendance along with the association’s attorney, Deon Stein and management. The purpose of the meeting was to obtain the history of the school’s position to allow a pathway and to clarify the steps the school would require for possible District consideration. Craig Rouse presented a report from RGA (*Rainforth, Grau Architects*), an independent third party who provided an analysis of issues related to the access as well as an estimate of costs for developing a path of travel on the campus from the northeast adjacent neighborhood of Hillcrest. Based on the report and RGA’s experience in planning K-12 facilities over the past 30+ years, it is their opinion, they would not recommend an unsupervised access point in this location due to safety and security concerns and the high liability for providing this entrance. Several letters were also reviewed. All correspondence and the report from RGA were available to the members at the meeting and will be posted to the association’s website. The board felt that this issue has been discussed in length and for several years. Due to excessive costs a project like this would require, the high liability it would create for the association and that the Hillcrest community would be required to have “public access” for all (*requiring the vehicle gates to be open and all areas to the pathway to be ADA compliant*), the board agreed there was no further cause to pursue or discuss installing a pathway. There was an ad-hoc committee formed previously and named “School Access Committee”. ***A motion was made to dissolve the School Access Ad-Hoc Committee. Motion carried. Resolved 4-0.***

### VIII. OPEN FORUM:

- A. School Access / Fence
- B. Submit your Email Address/Newsletter article
- C. Lighting on Pheasant
- D. Parcel E
- E. Towing Dispute
- F. Garage Sale
- G. Drainage
- H. Fire deterrent

### IX. ANNOUNCEMENTS:

- November 1, 2017 Regular Board of Directors Meeting(s) at 6:00PM – The Oaks
- November 6, 2017 Executive Session Meeting at 6:00PM – Whitney Oaks Golf Club (*private meeting of the directors*)
- November 13, 2017 Membership Meeting / Board Election – Whitney Room/Springfield



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- X. **ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 7:35 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 October 4, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.*

*Richard Campbell*  
\_\_\_\_\_  
Signature

*11/2/17*  
\_\_\_\_\_  
Date