



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
June 7, 2017  
The Oaks, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:02 P.M. by Board President Bonnie Laderman at 2801 Springfield Drive, Rocklin, CA

**DIRECTORS PRESENT:** The following Board Members and management personnel were present as well as approximately 15 other homeowners. 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: | Bonnie Laderman  | President       |
|                        | Bob Jones        | Vice President  |
|                        | Richard Campbell | Secretary       |
|                        | Natalie Trost    | Member at Large |

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|-----------------------|------------|-----|
| Board Members Absent: | Ryan Rosas | CFO |
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|                       |              |                          |
|-----------------------|--------------|--------------------------|
| The Management Trust: | Mimi Menzies | Manager                  |
|                       | Mikki Cooper | Assistant (via FaceTime) |

II. **APPROVAL OF MINUTES:**

**Motion** to approve the May 3, 2017 meeting minutes as amended to add that Jeff Henderson was recommended by the Landscape Committee which will be reviewed in the next Executive Session. Resolved, motion carried 5-0.

III. **MANAGER’S REPORT:** The following items were briefly discussed with the Board and the members in attendance. •**Compliance, maintenance and third-party contracts.**

1) **Executive Session Summary:** The Board met in Executive Session to discuss the following items:

- i. **Compliance Issues**
- ii. **Formation of Contracts**
- iii. **Legal Matters**

IV. **COMMITTEE REPORTS**

- A. **Architectural Review Committee:** The committee met on May 17, 2017 and reviewed ( ) Landscaping applications ( ), ( ) exterior painting (2 approved, 1 conditionally approved),
- B. **Landscape Committee:** The landscape committee did not meet in May, but Bonnie indicated that she and Melissa Bell were inspecting the v-ditches for maintenance.
- C. **Finance Committee:** The committee met on May 25, 2017 and reviewed the balance sheet and the P&L. The association is in very good financial health.



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- D. Trail Committee:** A report was provided by Richard Conrad (?). It was reported that there are still issues with trail repairs and maintenance relating to the Clarke Dominguez and Foothill Trails. Management was asked to verify two BLM proposals for winter rain damage, one for \$1100 on the Clarke Dominguez Trail and the other for \$1,325 to install a catch basin with culvert where Foothill and Majestic Oaks trails intersect. It was suggested that volunteer labor for cleaning the ditch along the trail be considered, including both the Boy Scouts and Rocklin High School students. Richard Campbell stated that if liability insurance questions can be resolved and the Board approves the volunteer labor for the ditch cleaning, members of the Trail Committee would approach both the high school and the Boy Scouts in an attempt to generate interest in maintaining the trails.
- E. School Access Ad Hoc Committee:** Joe Wuelfing gave the report and referred to the California Legislation Safety code 32280-32289 regarding the definition of public access. Joe indicated that more options are being explored and what the next steps should be. Management was requested to send out a notice within the next 30 days regarding a meeting.

### V. FINANCIAL REPORT

- A. Treasurers Report:** Bonnie Laderman provided a summary on the association's financials dated April 30, 2017. Total operating balance \$435,858.15 total reserve balance \$4,379,208.18. Year to date net income \$45,263.63. There are 135 accounts on the delinquency report with \$65,967 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. Reserve Expense Authorizations:** The following reserve expenditures were approved with the exception of \$11,877 for Progressive Painting that was for Springfield and as BLM invoice in the amount of \$1,200 that was also for Springfield so funds could be moved to operating.
- 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 May 31, 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.***



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### VI. NEW BUSINESS

- A. **Community Yard Sale:** An owner discussed the annual monster garage sale with Springfield on September 23 and how great it would be if Whitney Oaks participated. One attending member was extremely concerned about parking issues. Management was requested to find out if Capital would patrol the streets during the day if Whitney Oaks participates in the garage sale. *Motion to approve Whitney Oaks participating in the garage sale on September 23 contingent on Management writing in a newsletter that the Board is contemplating the sale and would like comments on whether owners are interested. Resolved, motion carried 4-0.*
- B. **Gate 14 (Stickers for Residents' Vehicles):** The Board discussed problems with parking by the water tower and the concern that parking stickers may not help. It was determined that the parking could be enforced with security coming out during the day and once a car is towed, the word will get out. The hours of 4:00 PM to 10:00 PM was discussed for the restricted parking. Notices would be put on windshields with the first week warning people they are illegally parked. **Management was requested to find out the cost for 3,000 window stickers.**

### VII. OPEN FORUM: *A sign-in sheet was provided, but no forms were available. The subjects discussed included:*

- A. Upgrading Gate 13 motors and wiring.
- B. Cracks on courts off Coldwater and whether crack fill is necessary.
- C. VRBO rentals occurring on Mariella.
- D. Clubhouse Drive reckless driving and speeding concerns. Bob Jones volunteered to coordinate with Springfield maintenance to use a traffic speed indicator.
- E. No newsletters since April.
- F. Calls not being returned by Management.
- G. Agenda posting in Springfield.
- H. Security issues.
- I. Parcel E cottonwood tree concerns.
- J. Woodhouse Court – landscaping in total disrepair.
- K. A-frame signs out of compliance with City ordinances.
- L. Compliance complaints.
- M. The new street lights look great.

### VIII. ANNOUNCEMENTS:

- July 5, 2017 Regular Board of Directors Meeting(s) at 6:00PM – The Oaks
- July 3, 2017 Executive Session Meeting at 6:00PM – Whitney Oaks Golf Club (*private meeting of the directors*)

### IX. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:52 P.M.



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Respectfully Submitted and Prepared by:  
Mimi Menzies, | 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 February 1, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.*

**Signature**

**Date**