



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION
BOARD MEETING MINUTES
July 5, 2017
The Oaks, Rocklin, CA

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: The following Board Members and management personnel were present as well as approximately 13 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	CFO
	Rosalie Hayman	Member at Large

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

II. APPROVAL OF MINUTES:

Motion to approve the June 7, 2017 meeting minutes as submitted. Motion carried, Resolved 4-0

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

- A. **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 June 21, 2017 and reviewed (5) Landscaping applications (*3 approved, 1 conditionally approved, 1 denied*). (1) Shed addition and driveway alteration (*denied*). (1) Fence and gate replacement (*approved*). (1) Concrete installation (*approved*). (1) Home exterior modification (*delegated to Milton Goes-third party architectural review*). (2) Exterior painting (*approved*). (5) Solar Panels (*approved*).

B. Landscape Committee: The landscape committee met on July 12, 2017 and discussed old business which included replacing the concrete boarder in the Marie Hudson Park off Western. Three proposals were provided and the committee is recommending to proceed with BLM's proposal and remove the concrete and replace with cobble. The bid will be presented to the board during the August meeting. The committee would also like to have



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quarterly meetings in lieu of monthly meetings. The committee agreed they should have a representative attend every board meeting to provide updates.

- 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. The committee also provided a detailed written report based on both reserve studies prepared by Bob Browning and The Management Trust. The committee will recommend to continue with Bob Browning as the reserve analyst. The committee also did research on the association's bank, Pacific Western. Based on the information provided, the bank is rated as the top best bank according to Forbes.
- D. **Trail Committee:** A report was not provided.
- E. **School Access Ad Hoc Committee:** The committee will meet on July 31, 2017.
- 1) **Appointment/Board liaison:** The board liaison will be Bonnie Laderman to replace Ryan Rosas. Richard Campbell will remain as the additional liaison for the board. Joe Wuelfing confirmed he is the committee Chair.

V. **FINANCIAL REPORT**

- A. **Treasurers Report:** Natalie Trost provided a summary on the association's financials dated May 31, 2017. Total operating balance \$478,512.59 total reserve balance \$4,508,076.69. Year to date net income \$69,145.62. There are 113 accounts on the delinquency report with \$63,810.59 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. **Reserve Expense Authorizations:** The following reserve expenditures were approved: *PFC Maintenance = \$1,194.39, Xelectrix = \$292.00, Bianco Landscape Maintenance = \$11,602.00, River City Restoration = \$1,500.00, Specialty Services = \$4,696.00.*
- 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. **UNFINISHED BUSINESS:**

- A. **Black Oak Pool:** The board discussed security at the gate and pool, parking and additional pool monitors. *Motion to approve a guard in the area from 7:00 P.M. to 11:00 P.M. to monitor non-resident vehicles and activity in the pool area for a minimum of two weeks beginning July 7, 2017. Resolved 5-0*

VII. **NEW BUSINESS**

- A. **Community Yard Sale:** The board approved participation in the monster garage sale with Springfield contingent on responses received from residents and whether owners are interested in participating. A survey was conducted and 28 replies were received. 24 were in favor and 4 were not in favor. Based on the survey the board agreed to move forward with having the sale. *Motion carried, Resolved 5-0*
- B. **ARC Appeal (Shed Installation):** Mr. Morency appealed his denial for shed installation. The ARC denied the installation due to the questionable location and the lack of verification that the shed could be seen from the street. The ARC requested the owner to submit elevation and photos with additional details. The board advised the owner if he could submit information back to the ARC with screening alternatives, such as shrubs or trees to camouflage the shed, it could be re-considered. Additionally, the board advised the owner to submit the color and materials for the driveway modification.

VIII. **OPEN FORUM:**

- A. Black Oak Pool Continuing Concerns;
B. Problems when it is "Senior ditch day" and how the association can prepare;
C. The process for open seats on the board;

IX. **ANNOUNCEMENTS:**

- August 2, 2017 Regular Board of Directors Meeting(s) at 6:00PM – The Oaks
- August 7, 2017 Executive Session Meeting at 6:00PM – Whitney Oaks Golf Club
(private meeting of the directors)

- X. **ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 7:08 P.M.

Respectfully Submitted and Prepared by:



Melissa Bell CAMEx, | CCAM®
The Management Trust



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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 July 5, 2017 as approved by the Board Members in attendance of a duly noticed Board meeting.

Signature

Date

NOT VALID FOR TITLE TRANSFER