



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION  
BOARD MEETING MINUTES  
July 11, 2018  
The Oaks at Springfield, Rocklin, CA

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

*Agendas were posted no less than four days prior to the meeting at the Hillcrest Pool bulletin board. Additional postings on the Association's website and the Gables at Springfield.*

**DIRECTORS PRESENT:**

Board Members Present/Absent:	Natalie Trost	President	<i>Present</i>
	Bob Jones	Vice-President	<i>Present</i>
	Richard Campbell	CFO	<i>Present</i>
	Rosalie Hayman	Secretary	<i>Absent</i>
	Rick Jordan	Director	<i>Present</i>

The Management Trust: Melissa Bell, CAMEx | CCAM – Executive Manager  
Mikki Cooper- Assistant Manager *(via FaceTime)*

**II. APPROVAL OF MINUTES:**

*Motion to approve the June 6, 2018 meeting minutes 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:

**A. Executive Session Summary – July 9, 2018:** The Board met in Executive Session to discuss the following items:

- i. **Compliance:** *(1) Landscaping, (1) Storage*
- ii. **Private Matters:**
- iii. **Formation of Contracts:**
  - a. **Upgrade Existing Irrigation Controllers:** *The board will not be upgrading the irrigation controllers at this time, upgrades were previously made a few years ago.*
  - b. **Gate 23 Plant Replacement:** *The Landscape Committee recommended approval of gate #23 plant replacements at a cost of \$1,620.00 pending the approval of a twelve (12) month warranty should any plants die. Motion carried, Resolved 4-0*
  - c. **Miscellaneous Gate Landscape Upgrades:** *The Landscape Committee recommended approval of the gate upgrades for gates: #17, #18, #19, #21, #22, #24, #25, #26 and #27 for a total cost of \$26,907.00. Motion carried, Resolved 4-0*
  - d. **Monument Logo Painting:** *Management was directed to obtain a cost from Progressive Painting to paint the remaining all white logos with a green background.*
- iv. **Collections:** *One settlement offer was reviewed.*



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#### IV. COMMITTEE REPORTS:

- A. Architectural Review Committee:** The following applications were reviewed on June 20, 2018: (1) *Fencing, approved, (1) Garage door replacement, denied due to paint color not on the approved list, (1) Solar, approved*
- B. Finance Committee:** The Committee met on June 28, 2018. The financials ending May 31, 2018 were reviewed. *The Finance Committee reviewed the association's GL and Balance Sheet. The new financial manager, Matt Bopp / Morgan Stanley, will attend the meeting and discuss the association's portfolio. All transfers from Ameritrade to Morgan Stanley have been completed.*

#### V. FINANCIAL REPORT

- A. Treasurers Report:** CFO, Richard Campbell, provided a summary on the association's financials dated May 31, 2018. Total operating balance \$484,933.38, total reserve balance \$4,776,577.88. Year to date net income \$77,098.48. There are 114 accounts on the delinquency report with \$67,456.21 in accounts receivables that includes collection costs, interest, late fees and assessments.
- B. Reserve Expense Authorizations:** The following reserve expenditures were approved for funding transfers: *BLM: \$8,559.00 • A&D Gates: \$4,799.39 • JWS: \$983.60 • Department of the Treasury: \$15,730.00 • Franchise Tax Board: \$5,286.00. Total = \$34,357.99.*
- 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 30, 2018 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 4-0, motion passed*

#### VI. NEW BUSINESS:

- A. Additional Benches on the Walking Trails:** The Board directed management to task the Landscape Committee with pricing and recommending the amount of extra benches needed on the trails and where they should be placed. Recommendations will be brought before the board for review.



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- B. **ARC Appeal for Paint Colors:** The owners of Unit 14/Lot 080 appealed to the board for the approval of paint colors denied by the Architectural Committee. The paint colors were not on the approved list but were very close to the approved colors of Oakwood and Shadow Cliff. The board agreed that the colors were very close and granted the variance. *Resolved 4-0, Motion passed*

**VII. OPEN FORUM:**

- A. Inquiry on the school and if future plans were being discussed about the Hillcrest/School pathway.
- B. Monument logo painting.
- C. Additional pet stations on the trails.

**VIII. ANNOUNCEMENTS:**

- August 1, 2018 – Executive Session – Whitney Oaks Golf Course (*private meeting-not open to the membership*) 5:00 PM
- August 6, 2018 – Regular Session (Open) – The Oaks at Springfield 6:00 PM

- IX. **ADJOURNMENT:** There being no further business to discuss, the meeting was adjourned at 6:29 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 July 11, 2018 as approved by the Board Members in attendance of a duly noticed Board meeting.*

*Rosalie J. Bell*  
\_\_\_\_\_  
Signature

8/11/18  
\_\_\_\_\_  
Date