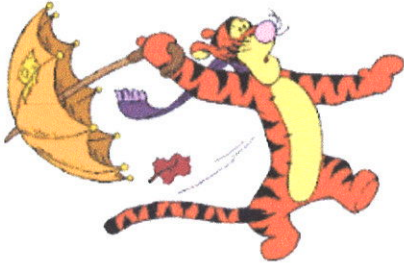




Whitney Oaks Community Association

August 2018 Newsletter



BOARD OF DIRECTORS

Natalie Trost - President
Bob Jones – Vice President
Richard Campbell - CFO
Rosalie Hayman - Secretary
Rick Jordan - Director



The Management Trust

P.O. Box 1459
Folsom, CA 95763
Phone: 985-3633

AFTER HOURS EMERGENCY
866-324-3704

ASSOCIATION MANAGEMENT STAFF

MANAGER:

Melissa Bell: Extension #5125
melissa.bell@managementtrust.com

ASSISTANT MANAGER:

Mikki Cooper: Extension #5129
mikki.cooper@managementtrust.com

ARCHITECTURAL APPLICATIONS:

Mail plans to The Management Trust
Questions? Please contact
Gwendolyn Rogers #5112
gwendolyn.rogers@managementtrust.com

ACCOUNTING

Accounting Inquiries: (916) 985-3633
Pay-By-Phone: Extension #8050
accounting@kocal.com

PALADIN SECURITY

Patrol Hours: 8:00PM-5:00AM
24 Hour Dispatch: 916-331-3175

ASSOCIATION WEBSITE

www.whitneyoaks.net

2019 Board Elections are Coming Soon

Volunteer board members are essential to the harmonious functioning of a planned development. To be a good board member, you'll need to act as a proactive team player, who uses diplomacy, discussion and reasonable negotiation to find best solutions for the community.

In general, board members have a fiduciary duty and obligation to:

- Act in good faith
- Act in the best interests of the HOA as a whole
- Be informed prior to acting
- Not take any actions without proper authority, and
- Not take negligent, or willfully harmful actions

Are YOU up for the Challenge? Then we encourage you to fill out the enclosed self-nomination form. The annual meeting will be held on Monday, November 12th at 7:00PM. This year the board will have two (2) open seats to fill.

We are looking for an Inspector of Elections for the Annual Meeting. Please see the attached information that outlines the job duties for this volunteer position. If you are interested, please contact management on or before September 4 before close of business.

What Does a 90-Day Tow Tag Mean?



Paladin Security monitors vehicle parking with some high-tech software. The system can identify previous parking infractions even if you park in different areas of the association. If you do receive a 90-Day Tow Tag, do not park on the street (anywhere in the community) or you will be towed! Remember, there is no parking between the hours of Midnight to 6AM.

Rocklin Fire Chief Presentation

Did you miss the last Open Board meeting? The new Fire Chief, Mr. William Hack, attended the meeting and discussed fire fuel reduction. Enclosed is a handout that was provided. Please review the inspection checklist and prepare accordingly for 2019 weed abatement. If you have any questions please contact the Fire Department directly.

Goat Zone

The goats did an amazing job this year creating defensible space. They ate all the dead and dying leaves, needles, grasses and removed ladder fuels. Using goats in the past created some controversy, but our herder this year did an outstanding job keeping the goats confined. There were a few minor incidents, but when working with animals it is expected.





In a nutshell: the association declaration and state law give the association the authority to regulate

some of what you can do in your community.

Community associations have a governmental component. Like a city or county government, a community association has a *charter*—called the declaration. The declaration encompasses bylaws, covenants and other documents that give community associations their legal foundation.

These governing documents obligate the association to preserve and protect the assets of the community. To enable the board to meet this obligation, association governing documents also empower the board to make rules and define the process for adopting and enforcing them—within limits. Governing documents also establish parameters for the nature and type of rules the board can make.

State law gives associations the authority to make rules. These are called common interest community statutes, and they apply to condominiums, cooperatives, and property owners' associations.

Remember, the board makes rules on your behalf—to protect your investment, your home.



WASTE-FREE YARDS KEEP PETS HEALTHY

American pet owners collectively spend tens of millions of dollars every year on veterinary care and over-the-counter medicines for their furry loved ones. But what many don't realize is that many pet illnesses can be avoided by simply keeping the back yard clear of pet waste.

Dog waste is more than just a smelly and unsightly mess. It's also a breeding ground for infection—especially in dog parks and other areas where dogs frequently gather. Bacteria, worms and other parasites thrive in the waste until it's cleaned up or washed into the water supply.

When pets become sick, contagions are often times passed through their deposits into their own yard. The longer infected dog waste stays on the ground, the greater a contamination becomes. And when this waste is not picked up, pets have a high risk of catching the infection over and over again.

Roundworm, for example, is one of the most common parasites found in dog waste and it can remain infectious in contaminated soil and water for years.

The best thing pet owners can do to help keep their four-legged friends healthy and safe is to pick up after them and to do so in a timely manner.

SEE YOU LATER, SUMMER!

It's that time of year—you exchanged your swimsuit for sweaters and scarves just in time to roll up your sleeves and prepare your home for cooler weather. As we watch summer fade into the sunset, consider adding the following items to your winterization checklist, and ensure your home is in tip-top shape for the fall and winter seasons.



- Update your window treatments. Summer's venetian blinds and sheer curtain panels won't keep the frigid air from creeping in on a cold night. Consider switching to a denser curtain fabric for the winter months to keep your home feeling cozy and keep heating bills low.

- Schedule appliance check-ups. Your HVAC system, air ducts and hot water heater should be checked by a licensed professional to ensure all elements are in good shape for the change in weather—especially if any appliances worked overtime during summer months.

- Don't forget the attic. Check for leaks in the roof, possible cracks in attic windows and insufficient insulation. With the help of a licensed professional or advice from your local home improvement store staff, you can shield your attic from harsh weather.

- Replace weather stripping. Doors and windows need extra help to hold heat inside your home. Inspect all door and window perimeters for cracks or tears in your current weather stripping. You also can add a second layer of protection with temporary weather stripping applied overtop your existing seals.

- Deep clean and declutter. Thoroughly clean your home's nooks and crannies inside and out. Ensure electrical cords, outlets and air vents are dust- and clutter-free; tidy up garages and storage areas; and clear any debris from your home's exterior, especially around vents and drains.

The Hillcrest and Black Oak Pools will be closing for the season after Labor Day, September 3, 2018.



WHITNEY OAKS

Whitney Oaks Community Association

2019 Self-Nomination / Candidate Statement Form

Name: _____

Homeowner in Whitney Oaks Community Association _____ Years

Phone Number: _____ Email Address: _____

Home Address: _____

☐ *Check this box if you do not wish to publish your phone number or email address.*

My Vision for the Whitney Oaks Community Association:

Please be advised

This form and any attachments or information you provide will be mailed to all Homeowners with the election ballot as submitted by you. Management will not re-type or change this form.

Candidate Night is scheduled for October 10th at 7:00 PM and will be held at the Springfield Community Clubhouse: 2801 Springfield Dr. Rocklin, CA

Annual Membership Meeting is scheduled for November 12th at the same location and time. There are two (2) board seats with expiring terms.

Please return this form on or before October 1, 2018 @ 5:00 PM to:

Whitney Oaks Community Association

c/o The Management Trust, P.O. Box 1459 Folsom, CA 95763

Phone: 916-985-3633 Ext. 5125

Email: Melissa.bell@managementtrust.com

Inspector of Elections

An Inspector of Elections shall be a member of the association, but may not be a director or a candidate for director or be related to a director or to a candidate for director.

When an association's election requires the use of secret ballots in accordance with Civil Code Section 5100, the association is required to appoint an Inspector of Elections. Inspectors of Elections may be one (1) or three (3) members of the association.

The Inspector, or inspectors of elections shall do all of the following:

- (1) Determine the number of memberships entitled to vote and the voting power of each.
- (2) Determine the authenticity and validity of all submitted ballots.
- (3) Receive ballots.
- (4) Hear and determine all challenges and questions in any way arising out of or in connection with the right to vote.
- (5) Count and tabulate all votes.
- (6) Determine when the polls shall close, consistent with the governing documents.
- (7) Determine the tabulated results of the election.
- (8) Perform any acts as may be proper to conduct the election with fairness to all members in accordance with the Corporations Code, and all applicable rules of the association regarding the conduct of the election that are not in conflict with the association's governing documents.
- (9) An inspector of elections shall perform all duties impartially, in good faith, to the best of the inspector of election's ability, and as expeditiously as is practical. If there are three inspectors of elections, the decision or act of a majority shall be effective in all respects as the decision or act of all. Any report made by the inspector or inspectors of elections is prima facie evidence of the facts stated in the report.

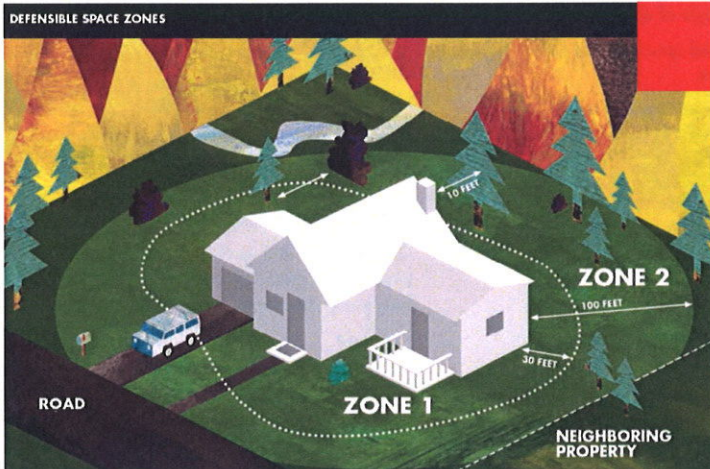
Management will guide you through the process and provide you with all the necessary forms and information.

Thank you for considering to volunteer for this important position. Please email Melissa Bell at melissa.bell@managementtrust.com. This is a board appointed position and all interested owners will be considered at the September 5th meeting. Please have your request submitted to management on or before September 4th, end of business.



CITY OF ROCKLIN FIRE DEPARTMENT
3401 CREST DRIVE
ROCKLIN, CA 95765
(916) 625-5300

FIRE FUEL REDUCTION GUIDE & INSPECTION CHECKLIST



Open spaces are valued for their nature and beauty; if we choose to live within these areas we must do our part to protect our homes and our community. Living within the Wildland Urban Interface (WUI) provides us with a sense of nature, yet there are dangers that must be mitigated and each of us should do our part. In the over 4,000 acres of undeveloped land within the city of Rocklin, fire fuel reduction activities are a must.

Wildland Urban Interface (WUI):

The wildland/urban interface is any location where a fire can spread from vegetation (wildland fuels) to buildings (urban fuels), resulting in multiple house fires that overwhelm fire protection efforts. We may

not be able to stop wildfires but we can mitigate that risk by planning and proper fuel management. Creating a defensible space around our homes may help to reduce risk to our lives, properties, community, firefighters; and it is the law.

As a resident and/ or owner of property near or adjacent to wildland areas, you are required by California's Code of Regulations Title 19 Division 1, Section 3.07 (19 CCR §3.07) to maintain a defensible space around your house and other structures. Included are additional requirements under the California Fire Code (CFC), and California Building Code (CBC). Completing these items increases the chances that your home will survive a wildfire, and will reduce the danger to firefighters, neighbors, and surrounding natural resources. The attached Defensible Space Checklist will help you determine what you need to do to comply with the law and reduce your vulnerability to the threat of wildfire.

What is "Defensible Space?"

"Defensible space" is a perimeter created around a structure where vegetation is treated, cleared or reduced to slow the spread of wildfire towards a structure, reduce the chance of a structure fire burning to the surrounding area, and provides a safe perimeter for firefighters to protect a structure.

A homeowner's clearing responsibility is limited to 100 feet away from his or her building or structure or to the property line, whichever is less, and limited to their land. While individual property owners are not required to clear beyond 100 feet, groups of property owners are encouraged to extend clearances beyond the 100 foot requirement in order to create community-wide defensible spaces.



Once you have completed the assessment, you will have a better idea of the scope of your project, and you can prioritize your next steps. Don't be overly concerned if the size of the project seems daunting. The goal is to take this one step at a time.

Your priorities should focus on making the most impact with the least amount of effort. Removing dead and dying vegetation (including dry leaves, pine needles, limbs and small branches, brush parts, dead materials on the ground, unused timber, and debris piles) is first in both zones, starting closest to the house.

Dry, dead material that is $\frac{1}{2}$ inch to 3 inches in diameter provides for high heat and is much easier to ignite than green materials.

TWO ZONES MAKE UP THE REQUIRED 100 FEET OF DEFENSIBLE SPACE:

ZONE 1: 30 feet of Lean, Clean & Green

- 1 Remove all dead plants, grass and weeds.
- 2 Remove dead or dry leaves and pine needles from your yard, roof and rain gutters.
- 3 Keep tree branches 10 feet away from your chimney and other trees.

ZONE 2: 30-100 feet of Reduced Fuel

- 4 Cut or mow annual grass down to a maximum height of 4 inches.
- 5 Create horizontal spacing between shrubs and trees.
- 6 Create vertical spacing between grass, shrubs and trees.

Use Equipment Properly to Keep from Sparking a Wildfire

- 7 Mow before 10 a.m., and never on a hot or windy day. String trimmers are a safer option (vs. lawnmowers) for clearing vegetation.



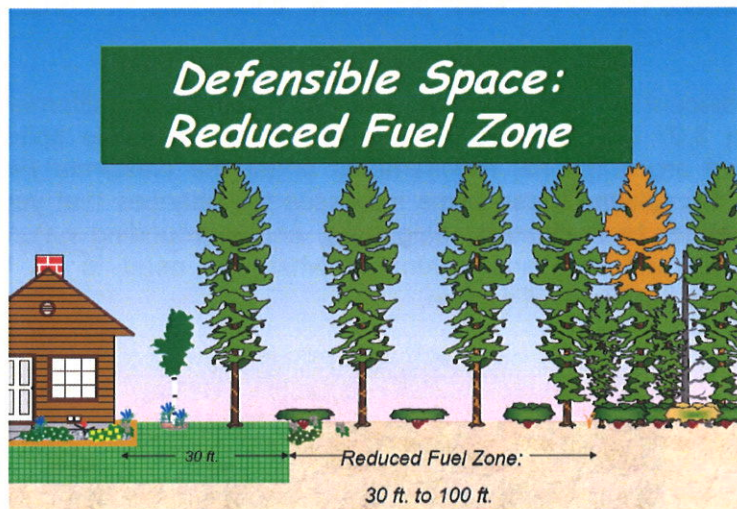
VERTICAL SPACING

Large trees do not have to be cut and removed as long as all of the plants beneath them are removed. This eliminates a vertical "fire ladder."



HORIZONTAL SPACING

Create horizontal and vertical spacing between plants, the amount of spacing will depend on how steep the slope is and the size of the plants.



Reduced Fuel Zone:

This is the space 30 to 100 feet beyond any structure, or to the property line, whichever is nearest. Be aware of one special provision in this area: Dead/dying leaves, needles and mowed dry grass may remain on the ground to a depth of 3-4 inches.

1. Break up the continuity of fire fuels by removal and spacing.
2. Ladder fuels, or fuels that tend to help a ground fire spread from ground level into the upper reaches of trees and brush, need to be removed.



BEFORE

AFTER

DEFENSIBLE SPACE ZONES INSPECTION CHECKLIST

Defensible Space Zone: 1'-30' from Structure

Special requirements within the first 30 feet surrounding any structure or to the property line, whichever is nearest:

- ☐ Remove all dead or dying leaves, needles, grass.
- ☐ Maintain any tree, adjacent to or overhanging any building, free of dead or dying wood.
- ☐ Maintain the roof and gutters of all buildings free of leaves, needles, or other vegetation.
- ☐ Remove all limbs within 10 feet of any chimney or stovepipe opening.
- ☐ Remove limbs from above roof and decking.
- ☐ Cover all chimney or stovepipe openings with a metal screen having openings no larger than 1/2 inch in size.
- ☐ Clear 10 feet around woodpile(s); maintain free of needles, leaves, and other flammable debris. During fire season, store firewood as far as possible from structures, and protect woodpiles with fire resistant covering.



Guidelines for Reducing Fuel in Both Zones

In the 1'-100' perimeter around your home or structure, remove all DEAD/DYING vegetation or non-vegetative debris:

- ☐ Remove all dead or dying brush, trees, limbs and branches within 15 feet of the ground. This includes dead material within dense plants such as juniper or rosemary.
- ☐ Logs or stumps embedded in the soil must either be removed or isolated from other vegetation and structures.
- ☐ Remove, or clear around and cover with fire-resistant covering, all flammable non-vegetative material or household debris so that wind-driven firebrands or embers cannot land on or in this material and start a fire.

Thin, prune and remove LIVE vegetation:

- ☐ Prune trees (remove limbs), up to at least 6 feet, (or 1/3 - 1/2 the tree height for small trees), more on slopes.
- ☐ If retaining a "continuous forest canopy", where limbs of one tree touch those of another, prune trees to 15 feet (or 1/3 of tree height for trees under 30 feet, whichever is less).
- ☐ Thin, remove, and space seedling/sapling trees. Prune remaining select trees up to 1/2 their height.
- ☐ Create vertical spacing between tops of short plants and any limbs above them, or 3 times the height of the lower plant.
- ☐ If possible, break up continuous masses of vegetation by separating trees, bushes, and clumps of ground-cover vegetation with cleared areas. For privacy, consider spacing plants in a checkerboard pattern rather than a solid row.
- ☐ You may keep well-maintained and appropriately-watered lawns, ground cover plants, ornamental shrubbery, and trees that are well-spaced, well-pruned, free of all dead material, and which will not spread fire to structures or other vegetation.
- ☐ You may keep ornamental trees or shrubs which have branches down to the ground, but you must remove all dead material within, beneath, and surrounding them.