



WHITNEY OAKS

WHITNEY OAKS COMMUNITY ASSOCIATION

BUSINESS MEETING MINUTES

HELD January 19, 2011 - 6:00 p.m.

Whitney Oaks Golf Club, Rocklin, CA

I. **CALL TO ORDER:** The meeting was called to order at 6:08 p.m.

II. **ROLL CALL:**

a. **DIRECTORS PRESENT:**

Chris Eatough
Stan Laderman
Eva McLain
Leon Schoenfeld
Julie Stadel

b. **ALSO PRESENT:** Julia Plummer, Association Manager and Brent Kocal, both of Kocal Management Group and 7 homeowners.

III. **APPROVAL OF MINUTES:** *Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the minutes of the below meeting were approved as submitted.*

- a. October 20, 2010
- b. November 17, 2010: Counting Ballots
- c. November 17, 2010: Board Organizational Meeting
- d. November 30, 2010: Board/Homeowner Hearings

IV. **MANAGER'S REPORT:** Julia Plummer, the Association Manager gave an update to all in attendance of the current activities of the association including obtaining proposals for insurance, planning the annual calendar for reserve expenditures/projects, site reviews, and work orders.

V. **COMMITTEE REPORTS:**

- e. **Architectural Review Committee:** Bonnie Laderman, chair of the ARC gave a report on the current activities of the committee.
- f. **Landscape Committee:** Kim Storm from the Landscape Committee gave the Board an update on current Landscape Projects and discussed the Landscape Committee's goals for 2011.
- g. **Finance Committee:** Don Biddle chair of the Finance Committee stated that the committee would be meeting on January 27th and an update would be forthcoming.
- h. **Investments:** There was a discussion about the association municipal bonds and their stability during which Paul Cutter from USB, the association investment representative stated that there are no present

concerns about the security of the bonds and that the credit quality is not an issue at this time.

The Board reviewed the amendment to the CC &R's (Art. IV. Sec. 4.09(b)) "Nature of Master Association Funds and Accounts" and asked JP to forward this section of the CC &R's as well as the "Whitney Oaks Community Association Investment Policy Statement" to the association attorney for his opinion on both in relation to the current status (credit rating) of the association bonds.

VI. FINANCIAL REPORT:

- c. **Treasurers Report:** Treasurer Leon Schoenfeld reviewed financial reports from November and December 2010.
- d. **Financial Statements Review:** The Board reviewed the Master Association's latest account statements prepared by the financial institution(s) with whom the operating and reserve funds are lodged as required by Art. 11.04, Sec. C (IV) of the Association By-Laws.
- e. **Reserve Fund Expenditure Authorizations:** *Upon a motion duly made and seconded (Leon Schoenfeld / Eva McLain) and unanimously approved, the Board of Directors voted to accept all reserve expenditure requests as submitted.*
- f. **Investments:** **Already discussed during the Finance Committee presentation.**
- g. **Delinquencies:** *Upon a motion duly made and seconded (Stan Laderman/ Leon Schoenfeld) and unanimously approved, the Board of Directors voted to approve the delinquency report as submitted.*
- h. **Lien Resolution:** *Upon a motion duly made and seconded (Leon Schoenfeld/ Eva McLain) and unanimously approved, the Board of Directors voted to approve all lien requests as submitted.*

In accordance to Civil Code 1367.1 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 January 11, 2011 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 1367.1. The Board further authorizes any director to sign and date any and all lien authorization forms as may be required for those delinquent members so noted in these minutes as identified by their association account number: 2010-2489, 2010-2488, 2010-3349, 2010-3347, 2010-3348, 2010-3346, 2010-2490.

- i. **Bad Debt Write-Off:** *Upon a motion duly made and seconded (Chris Eatough/ Stan Laderman) and unanimously approved, the Board approved two bad dept write-off's that totaled \$360.00 altogether.*

VII. OLD BUSINESS:

- a. **Radar Enforcement:** The Board discussed speed enforcement in the community and reviewed the letter written by Scott McDonald of Monument Security about radar gun training and calibration. The Board asked that Mr. McDonald put together a short but informative

summary about use of radar guns for homeowners. JP was asked to make recommendations to the Board of how the process of speed enforcement and homeowner hearings could be improved, and to do an initial fact finding study as to how to make the streets in the community fall under municipal code.

- b. **Annual Weed Abatement:** Julia Plummer was asked to get proposals for weed abatement (via grazing) and provide to the Board of Directors at the earliest convenience for an email vote.
- c. **Street repairs on Pioneer and adjoining streets (Springfield community).** Julia Plummer announced that an engineer had looked at the street and said that the cracking may be due to poor drainage. Ms. Plummer is currently getting proposals to the repair of the street/courts and the Board will review them at their February meeting.
- d. **Code of Conduct: Board & Committee:** The Board reviewed the "Values of the WOCA Board and WOCA Committee Members" sheet and explained it to those in attendance. *Upon a motion duly made and seconded (Stan Laderman/Eva McLain) and unanimously carried, the Board ratified the adoption of the "Value" statement and every member of the Board signed it.*
- e. **Homeowner Request: Pool Decking over Easement:** The Board discussed a homeowner request to build a pool deck on the drainage ditch easement in the backyard of their home. After researching the matter with the City of Rocklin and careful consideration and *upon a motion duly made and seconded (Stan Laderman/ Leon Schoenfeld) and unanimously carried, the Board denied the request because of pool deck would impede on the drainage ditch easement.*

VIII. NEW BUSINESS:

- a. **Insurance Renewal Discussion:** Julia Plumemr stated that she is currently getting insurance proposals for the association and the Board will review those proposals at their February meeting.
- b. **Homeowner's Manual Discussion:** The Board asked Julia Plummer to email the draft Homeowner Manual to the Board and agreed to have a meeting before their next regularly scheduled meeting to work on the manual. *Upon a motion duly made and seconded (Leon Schoenfeld / Stan Laderman) and unanimously carried, the Board agreed that the entire Board would review the manual to finalize it very soon and publish it to all members.*
- c. **Manager's Certification Annual Disclosure:** The Board reviewed the annual Business and Professional Code Disclosure provided by Kocal Management Group as required by the Business and Professional Code 11504.
- d. **Vendor Contract Discussion: Pool & Landscape:** The Board discussed the vendor contracts for Landscaping & Pool Maintenance. Julia Plummer was asked to get proposals for pool maintenance and to speak with the Landscape Contractor about the current landscape contract.
- e. **Reserve Component Planning, 2011:** The Board reviewed the 2011 Reserve Component List and discussed planning the projects for the year. Julia Plummer was asked to obtain proposals for all items listed

as pool repairs and the Board agreed to review the rest of the component repairs/replacements and to discuss scheduling all work at their February meeting.

f. **Committee/Board Roster Approval:** The Board reviewed the rosters as submitted and asked Julia Plummer to provide updated committee rosters for the ARC and the Finance Committee. *Upon a motion duly made and seconded (Eva McLain/Stan Laderman) and unanimously carried, the Board accepted the Board roster with changes and the Landscape Committee roster as submitted.*

IX. **OPEN FORUM:** 7 Homeowner's were noted as being present and one homeowner addressed the Board during the open forum.

X. **ADJOURNMENT:** There being no further item of business to discuss and upon a motion duly made and seconded (Stan Laderman/ Eva McLain) and unanimously approved, the meeting was adjourned. The next Board of Directors meeting will be February 16, 2011 at 6:00 p.m. at the Whitney Oaks Golf Club.

During the Executive Session of the January 19, 2011 Board of Directors meeting the following was discussed:

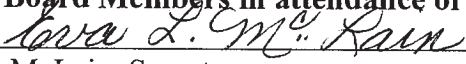
- a. Homeowner Meet & Confer
- b. CPA Letter of Engagement Proposal Review/Approval
- c. Grazing Development Plan Proposal Review/Approval
- d. Copper Pillar Caps Proposal Review/Approval
- e. Lawsuit Update
- f. Authorization to Foreclose
- g. Homeowner Settlement Offers
- h. Homeowner Payment Plan Request
- i. General Discussion/Personnel Matters

ATTEST:


Chris Eatough, President

2/1/11
Date

I, Eva McLain, the Secretary of the Whitney Oaks Homeowners Association, 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 January 19, 2011 as approved by the Board Members in attendance of a duly noticed Board meeting.


Eva McLain, Secretary

2/1/11
Date