


**MAY  
2018**

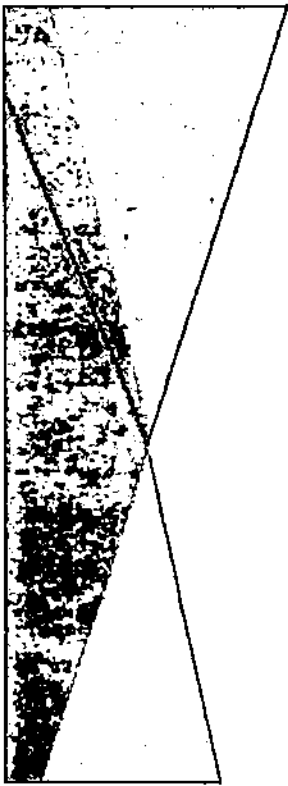
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 **MHB GROUP** *Custom Community Magazines Since 1974*

**REGION 7**

**TOCA  
OAK LEAF**



May

May I say

That I like May?

I wish every day was a May kind of day -

With growing grass

And buzzing bees,

With blowing breezes,

And flowing trees.

- Helen H. Moore



### Association Officers

Office	Name	Phone Number
President	Rickie Brown	209-304-4772
Vice President	Bill Six	209-772-0812
Treasurer	William Strickland	209-790-5196
Secretary	Ann Hutson	209-274-4271

### Board Contact Information

Name	Phone Number	Email
Rickie Brown	209-304-4772	blkrose@regan.com
Dana Calhoun	530-306-4624	Dana.calhoun@hotmail.com
Dean Morrison	209-274-0239	Dm020@volcano.net
Bill Six	209-772-0812	wtbillsix@hughes.net
Ann Hutson	209-274-4271	Ashesmom1990@aol.com
William Strickland	209-790-5196	brightdreamllc@gmail.com
Steve Brown	209.781-6425	Steveb.toca@att.net

## Agenda Board of Directors Regular Meeting

Tuesday, April 17, 2018, at 6:00 PM

### Type of Meeting: Regular Meeting:

- A. Call to Order:
- B. Pledge of Allegiance:
- C. Roll Call of Directors:
- J. Approval of Minutes:
  - a. Approval of Regular Board of Directors Meeting Minutes of March 20, 2018.
  - b. Approval of Special Board of Directors Meeting April 4, 2018
- K. Open Forum:
- L. Treasurers Report:
  - a. Income Statement
  - b. Balance Sheet
  - c. Statement of Cash Flows
  - d. Reconciled Bank Statements
  - e. Lien Approval
- M. Maintenance Report:
- N. Community Manager Report:
- O. Design Review:
- P. Discussion and Possible Action Related to the Buena Vista Casino:
  - a. Draft of letter to County Regarding Intergovernmental Service Agreement:
- Q. Discussion and Possible Action Related to Update of Phone System:
- R. Discussion and Possible Action Related to Gate at Fishing Pond:
- S. Discussion and Possible Action Related to Special Members Meeting June 18, 2018:
- T. Future Agenda Items: This item is to provide Board Members an opportunity to request items to be placed on future agendas. This is not an action item.
- U. Adjourn

Open Forum Rules: During the open forum, each attendee may address the board for up to 5 minutes. A director or manager may briefly respond to statements made or questions asked. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity, or other disruptive behavior. If the speaker is in the middle of a sentence when the time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allow their time to others. All persons must follow meeting rules. \*

\*Meeting Rules: As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting, and the Sheriff called.

Recording Meetings: Regular Meetings of the Board of Directors are recorded for record keeping purposes. The meetings are not a public meeting, and any recording of the meeting must be approved by the board beforehand.

## Agenda Board of Directors Executive Meeting

Tuesday, April 17, 2018, at 6:00 PM

- A. Discussion and Possible Action Related to Member Disciplinary Action
- B. Discussion and Possible Action Related to Delinquent Accounts
- C. Discussion and Possible Action Related Personnel Issues

	2/28/2018	Reserve Withdrawl	Reserve Transfers Deposits	3/31/2018
Operating Bank Accounts*	2,714			2,809
	2,714			
General Reserve Account	27,527		\$ 5,760	21,768
Water & Sewer Treatment Reserv	13,520			13,519
Reserve CD	104,712			104,712
General Reserve CD Bank of Amac	50,345			50,350
Water & Sewer Reserve ElDorado	101,671			101,702
	297,776	\$-		292,051
<b>Total Cash Available</b>	<b>300,490</b>	<b>\$-</b>		<b>294,860</b>

Reserve Fund Balances were increased by \$0.00 this month. YTD A total of \$11,000 has been added to the reserve funds. YTD \$27,305.35. has been paid out of Reserve Funds. 21,545 for new mailboxes, 500 for the DIMP plan, 1,572 for utility repairs, 3,000 for reserve study, and 687 for meters.

Accounts Receivable		
Total Receivable Assessments		
Total Receivable Utilities		
Total Receivable Other		
	\$ 74,122	\$ 80,876
Less allowance for Bad Debt	\$ (23,000)	\$ (23,000)
Unearned Revenue		

#### Income and Expense Statement

Income	Actual		Budgeted		Variance	
	Month End	YTD	Month End	YTD	Month End	YTD
Assessments	28,424	85,272	28,424	85,272	-	-
Utilities	49,413	151,997	53,779	165,214	(4,366)	(13,217)
Other	1,802	5,971	2,359	7,050	(557)	(1,079)
<b>Total Income</b>	<b>79,639</b>	<b>243,240</b>	<b>84,562</b>	<b>257,537</b>	<b>(4,923)</b>	<b>(14,297)</b>
<b>Expenses</b>						
Utilities	28,268	86,718	23,190	77,276	5,078	9,442
Water Treatment Expense	5,408	17,214	5,575	15,109	(167)	2,105
Sewer Treatment Expense	2,249	8,299	3,705	12,875	(1,456)	(4,576)
Maintenance Expense	4,287	13,673	3,134	8,617	1,153	5,056
Payroll Expense	23,884	74,864	23,675	72,275	209	2,589
Administrative Expense	2,027	6,844	2,960	9,607	(933)	(2,763)
Insurance Expense	1,624	4,873	1,747	5,241	(123)	(368)
Taxes & Licenses Expense	464	1,524	125	375	339	1,149
Professional Fees Expense	4,596	5,546	250	250	4,346	5,296
Bad Debt	-	-	-	-	-	-
Reserve Expense	10,321	30,964	10,321	30,963	(0)	1
	83,128	250,519	74,682	232,588	8,446	17,931
<b>Net Income (Loss)</b>	<b>(3,489)</b>	<b>(7,279)</b>	<b>9,880</b>	<b>24,948</b>		

**Draft Minutes Board of Directors Regular Meeting**  
**Tuesday, March 20, 2018, at 6:00 PM**

**Type of Meeting: Regular Meeting:**

**Call to Order:** The meeting was called to order by President Brown at 6:01.

**Pledge of Allegiance:** The Pledge of Allegiance was delivered.

Before the Roll Call of Directors, President Brown announced that Ronna Kaye had resigned from the board.

**Roll Call of Directors:** Directors present; Rickie Brown, Ann Hutson, Bill Six, Dean Morrison, William Strickland and Dana Calhoun, with one vacant position due to the resignation of Director Kaye.

**Approval of Minutes:** Approval of Regular Board of Directors Meeting Minutes of February 20, 2018. A motion to approve minutes as corrected made by Director Six, seconded by Director Hutson. Motion Passed 6-0-0-1 with one vacant position due to the resignation of Director Kaye.

**Open Forum:** A member read a recall petition into the record and then served recall papers on Directors Brown; Six; Hutson; Morrison and Calhoun. The member then left the meeting. A member spoke about the Buena Vista Casino and possible traffic impacts affecting the Community. He suggested the community become involved with the meetings between the county and the casino operators. A member asked if there were any vacant lots in the community. She also stated she appreciated the painting of the fire hydrants.

**Treasurers Report:** The Treasurers Report was delivered by Director Hutson. She reported the following; Total cash on hand \$300,490, Accounts Receivable of \$51,122, Total income for the month of \$81,628, total expenses of \$85,470. Net loss for February \$3,842. Net loss year to date \$3,783.

**Maintenance Report:** There was discussion related to landscaping the front of the clubhouse. A motion was made by Director Hutson to table the item. Motion seconded by Director Six. The motion passed 6-0-0-1 with one vacant position due to the resignation of Director Kaye.

**Community Manager Report:** The Community Manager announced Kristy Bayer, the Assistant Community Manager has given notification that she will be leaving the employment of the Oaks Community Association as of June 1, 2018. The Community

Manager asked the boards permission to hold an ice cream social in June and to hire the Rusty Rockers to perform at the ice cream social. On a motion from Director Hutson, seconded by Director Morrison the board approved the Community Manager spending up to \$400 on the ice cream social. The motion passed 6-1-0-1 with Director Strickland voting against the motion and one vacant position due to the resignation of Director Kaye.

**Design Review:** No design reviews were submitted.

**Discussion and Possible Action Related to Update of Rules and Regulation:** The Community Manager stated several of the current Rules and Regulation needed to be updated. She reported she was particularly concerned with the Election Rules. She asked the board to appoint a committee to help with an update of the Rules and Regulations. The board appointed Directors Calhoun and Morrison and Member Steve Brown to the committee to update the Rules and Regulations.

**Discussion and Possible Action Related to Title Transfer Fees:** The Community Manager reported staff has been directed to charge a transfer and document fee of \$275.00. This fee is charged any time title is transferred. She described to the board certain situations where the title of a property is transferred because of a marriage, divorce or death, and requires little effort from the staff and no documentation to change the internal records but, the fee of \$275 is charged. She expressed her opinion this was not fair as no documents such as Governing Documents, budgets, and other financial records were required. She stated this situation has only occurred a few times and in her opinion, the fee for this type of property transfer should be the same as the move-in fee charged to landlords when new renters move in. A motion was made to lower the fee in situations where there are no documents required from the office and little staff time is required, to the same fee as the move-in fee (\$100). The motion included refunding \$175.00 to a member who had just paid the fee. Motion made by Director Six, seconded by Director Strickland. Motion passed 6-0-0-1 with one vacant position due to the resignation of Director Kaye.

**Discussion and Possible Action Related to Re-plaster of the Pool:** The Community Manager stated she was only able to obtain one bid for the re-plaster of the pool. That bid was for \$10,200 from GD's Pool. She stated other companies she called either did not do commercial work, or they did not do work in lone. After some discussion, the board directed the Community Manager to table this item for two weeks and attempt to get more bids. Director Strickland volunteered to help obtain bids.

**Discussion and Possible Action Related to Swimming Lessons for the Children:** Director Brown stated he asked that this item be placed on the agenda. He also asked that this item be tabled for two weeks giving him more time to research the possibility of the Oaks providing swim lessons. This item was tabled for two weeks.

**Future Agenda Items:** This item is to provide Board Members an opportunity to request items to be placed on future agendas. No items were discussed.

**Adjourn:** Motion to adjourn made by Director Hutson and seconded by Director Six. The motion passed 6-0-0-1 with one vacant position due to the resignation of Director Kaye. Meeting adjourned into executive session at 8:06.

**Draft Minutes Board of Directors Executive Meeting  
Tuesday, March 20, 2018, at 6:00 PM**

**The Executive Session was called to order at 8:15.**

**Discussion and Possible Action Related to Member Disciplinary Action- No action taken.**

**Discussion and Possible Action Related to Delinquent Accounts – No action taken.**

**Discussion and Possible Action Related Personnel Issues – No action taken.**

**The Executive Session Adjourned at 8:35.**

**Continuation of March 20, 2018, Regular Meeting of the Board of Directors  
Wednesday, April 4, 2018, 6:00 PM**

**Meeting of March 20, 2018, Regular Board of Directors Reconvened:**

**Call to Order:** The meeting was called to order by President Brown at 6:00 PM.

**Roll Call of Directors:** All Directors were present with one vacancy due to the resignation of Director Kaye.

**Discussion and Possible Action Related to Re-Plaster of the Pool.** The Community Manager informed the board that she had attempted to get more bids for the re-plaster of the pool. She stated she did get two additional companies to agree to give bids; one did not show up for the appointment, and the other one showed up but stated his company did not do that type of work. She also stated she was not sure when GD's Pool Plaster would be able to do the work. If they could not start the work before May, she stated it might be better to wait until the end of the swim season. After further discussion Director Six made a



motion to accept the bid from GD's Pool and Plaster if they were able to finish the work before mid-May. Director Hutson seconded the motion. The motion passed 5-1-0-1 with Director Strickland voting in the negative and one vacant position.

**Discussion and Possible Action Related to Swimming Lessons for the Children:** President Brown stated he had researched the possibility of providing swim lessons and while it may be a good idea he did not feel that it was feasible. He further stated that the City of Lone and the City of Jackson provide swim lessons.

**Adjourn:** The meeting adjourned at 6:05

**Draft Minutes Board of Directors Special Meeting  
Wednesday, April 4, 2018, at 6:20 PM**

**Type of Meeting: Special Meeting**

**Call to Order:** The meeting was called to order by President Brown at 6:05.

**Pledge of Allegiance:** The Pledge of Allegiance was delivered.

**Roll Call of Directors:** All directors were present with one vacant position due to the resignation of Director Kaye.

**Open Forum:** President Brown stated that it was snake season, and everyone should be careful when picking up rocks and walking through weeds. Director Brown was interrupted by a member who asked Director Six if he knows what fiduciary duty meant. Director Six responded stating he understood. The member continued to criticize Director Six and the board. A member spoke regarding the cost of the recall election and stated his support for the current board of directors. A member spoke about the progress of the Buena Vista Casino. A member asked about the red lines on the street which designate no parking. He also asked about the RV storage and if cars had to be operational. A member asked about placing solar panels on homes. He was asked to submit a design review for the board's consideration.

**Appointment of New Director:** The board reviewed the applications received for the open board position. President Brown informed one applicant he was not qualified as his name was not on the deed filed in the Oaks office. A motion was made by Director Six to appoint Stephen Brown to the vacant position. Director Hutson seconded the motion. The motion

passed 6-0-0-1 with one vacant position. President Brown invited Steve Brown to join the board. Once seated Director S. Brown asked if in the future could we require members to state their name and lot numbers during open forum.

**Appointment of Officers:** A motion was made by Director Six to appoint William Strickland as Treasurer. Director Hutson seconded the motion. Motion passed 7-0-0

**Discussion and Possible Action Regarding Appointment of Bank Account Signatories:** A motion was made by Director Six to appoint the following board members as signatories to the bank accounts. Rickie Brown, Ann Hutson, and William Strickland. Director Hutson seconded the motion. Motion passed 7-0-0

**Discussion and Possible Action Regarding setting a date for Special Membership Meeting and Recall Election:** The Community Manager provided details to the board regarding the timeline for the special members meeting and the recall election. She stated the meeting, and the election had to take place within 90 days of the board being served the recall petition. 90 days would place the members meeting and the recall election June 18, 2018. The board agreed to hold the members meeting and the election on June 18, 2018.

**Appointment Election Inspector for Recall Election:** The Community Manager asked the board to appoint Tony Beuvind, the pastor of the Cornerstone Church in Lone, as the election inspector. She expressed the need to have someone who was not affiliated with the Community to assure everyone involved that the process would be transparent and fair. She also asked that the board allow Tony Beuvind to use his discretion to appoint two additional inspectors if he needed help. A motion was made by Director Hutson and seconded by Director Six to appoint Tony Beuvind as an election inspector and allow him to appoint two assistants. Motion passed 7-0-0.

**Discussion and Possible Action Related to Cost of Special Election and Possible Special Assessment to Cover Unbudgeted Expenses:** The Community Manager discussed the cost of the special members meeting and that it is an unbudgeted expense. She estimated that the cost of the special election to be between 5,000 to 8,000 dollars. The cost is mainly due to legal fees. The board discussed how to cover the unbudgeted expense. There was discussion related to placing a special assessment to cover the unbudgeted cost. A motion was made by Director Hutson to table this item until July when the board could be provided a final cost of the special members meeting and election. Director S. Brown seconded the motion. The motion passed 4-3-0 with Directors R. Brown, Calhoun, and Six voting against the motion.

**Update of Clubhouse Repairs and Painting Project:** The Community Manager stated she had ordered the materials to repair the dry rot in the clubhouse and that all the black rod iron fences had been painted.

**Discussion and Possible Action Related to Clubhouse Landscaping:** After discussions related to landscaping the front of the clubhouse a motion was made by Director S. Brown to put a 4 – foot sidewalk with curbs in front of the clubhouse abutting the parking area. Motion seconded by Director Hutson. The motion passed 6-1-0 with Director Calhoun voting against the motion.

**Adjourn:** Director Hutson made a motion to adjourn the meeting. Motion seconded by Director S. Brown. The motion passed 7-0-0. The meeting adjourned at 8:06.

### **The question of the Month:**

Who owns The Oaks Community Association?

There is no one owner of The Oaks Community Association. The Oaks Community Association is a corporation and was formed as a common interest development. As such, and as a corporation, the ownership of the corporation belongs to the members.

You as homeowners and members of the Corporation are the owners. That is why your involvement is so important.

Please consider attending the next board of directors meeting and learn first hand for your self how the board and the management of your corporation functions. Don't take someone else's word for it. Find out for yourself.

The board meetings are scheduled for the 3<sup>rd</sup> Tuesday of each month, at 6 PM in the clubhouse.

We hope to see you there.

If you have a question or questions you would like answered about the association; please email your question to me at [terri.toca@att.net](mailto:terri.toca@att.net).

## The First Annual TOCA Operation Clean Sweep Contest

We are pleased to introduce the Clean Sweep TOCA Neighborhood Beautification Contest. The



contest is designed to encourage and promote community involvement in keeping The Oaks a beautiful place to live. This contest will recognize and reward residents whose properties reflect their community pride and have an aesthetically pleasing appearance. The finest landscapes in The Oaks will be recognized each year.

### Eligibility:

The contest is open to all residents within the Oaks, except current members of the board of directors.

### Criteria:

1. Clean Sweep TOCA will only consider street facing landscapes and gardens.
2. The landscape will be judged on the following criteria:
  - Does the land/streetscape have abundant eye appeal?
  - Is the space inviting?
  - Are plant materials used creatively?
  - Does the landscape enhance the neighborhood?
  - Are there any improperly pruned trees on the property?
  - Are the plant selections appropriate for the site and our climate?
  - Is the landscape neat and litter free?
  - Are the plants healthy and do they provide a variety of color?
  - Is the design complementary to home and neighborhood and in compliance with the CC&R's?
4. Judges will consist of members of the board of directors.
5. Applications are available in the office and must be returned before May 15<sup>th</sup>, 2018.
6. Winners will be announced at the June 19, 2018, Board of Directors meeting.

### Prizes:

- 1<sup>st</sup> Prize - \$50.00 Gift Card from Lowes
- 2<sup>nd</sup> Prize - \$25.00 Gift Card from Lowes
- 3<sup>rd</sup> Prize - \$15.00 Gift Card from Lowes
- Honorable Mention \$10.00 Gift Card from Lowes

## **Summer is almost Here!**

With summer almost here please be sure to review the rules and regulations governing the use of the Pool and Spa.

### **1. POOL and SPA AREA**

- a. The pool and spa are open year-round.
- b. Pool hours are 11:00 AM to sundown for general swimming. Adult only swim times are 9:00 AM to 11:00 AM, and 8:00 PM to 9:00 PM.
- c. No smoking allowed in the pool area.
- d. No persons wearing diapers are allowed in the pool.
- e. No one under the age of 16 shall be permitted without a parent or responsible adult or with a signed permission slip from the minor's parent or guardian. A responsible adult is a person over 18 years old. Permission slips are available at the office or can be downloaded from our website [theoakscommunityassociation.org](http://theoakscommunityassociation.org).
- f. No one under the age of 16 is allowed in the spa.
- g. Absolutely no glassware is allowed in the pool and spa areas.
- h. No food allowed in the pool and spa area.
- i. Only approved swimwear shall be worn in the pool or spa.
- j. No hair clip or pins made of metal shall be worn in the pool or spa.
- k. No horseplay, running, diving, jumping, or throwing of others into the pool is allowed.
- l. No lifeguard is provided. Use of pool/spa is at the user's own risk.
- m. Any and all additional rules so posted in the area will be enforced.

**Please note the Pool and Spa will be closed for three weeks starting April 23, 2018, for repairs.**



# The Last Jedi

## May the 4th

*(be with you)*

Bring your Snacks and Drinks

See you at the Clubhouse at 7:00

"Hmm! Adventure. Hmmpf! Excitement. A Jedi craves not these things."

Tomatometer 91%



Don't Miss Mrs. Doubtfire

ROBIN WILLIAMS SALLY FIELD



We will be showing a classic movie May 18 - 7 PM in the Clubhouse.  
See Robin Williams in one of his most loved movies.  
Don't forget your drinks and snacks!

Tomatometer 77%



# Bingo Night

Please join us for Bingo Second  
Tuesday of Each Month

from 7pm to 9pm in the clubhouse.

You must 18 and over to play.

10 games 2 cards per game Just \$10

Volunteers are always appreciated

For more info please call: Office 274-6056,

There will be a potluck

staring at 6:30

Come and meet your  
neighbor's, enjoy some great food  
and have some fun playing BINGO.



See You May 8th For BINGO





## The Oaks COMMUNITY CLEAN-UP

May 16, 2018

Aces will provide our RESIDENTIAL garbage collection subscribers only, one free pick up. The collection will be on Wednesday, May 16, 2018.

CLEAN UP MATERIALS MUST BE PLACED  
AT THE CURB NO LATER THAN 6:00 AM.

### **ALL TRASH MUST BE BAGGED, BOXED, OR BUNDLED**

You may leave up to one cubic yard (3'X3'X3' which is equivalent to seven 32 gallon bags.) No single item may exceed 50 pounds or 4 feet in length.

Acceptable materials include:

Paper products, general trash, wood, tools, metal, plastics, yard waste, etc.

Unacceptable materials include:

Appliances, furniture, mattresses, tires, electronic waste (TV's, computers, etc.) motor oil, rock, dirt, concrete, paint, hot ashes, animal waste, car batteries, dangerous liquids, or toxic substances requiring special disposal.

If you have any questions regarding Clean Up contact ACES @ 274-2237

6500 BUENA VISTA RD., IONE, CA 95640

## May 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4 Movie Night The Last Jedi @ 7	5
6	7	8 Potluck at 6:30 BINGO @ 7	9	10	11	12
13	14	15 Board Meeting @ 6	16 Aces Community Cleanup	17	18 Movie Night Mrs. Doubfire @ 7	19
20	21	22	23	24	25	26
27	28 Office Closed Administrative	29	30	31		