



The Oaks Community Association

5607 Jackson Valley Road • Lone, CA 95640-9629

Phone 209-274-6056 Fax 209-274-6058

toca@att.net

Board of Directors Regular Meeting Minutes October 16, 2018

Call to Order:

Meeting was called to order at 6:00 pm by President R. Brown

Pledge of Allegiance:

The Pledge of Allegiance was delivered.

Roll Call of Directors:

Directors Present: President R. Brown, S. Brown, Calhoun, Hutson, Morrison, Six, and Strickland

Approval of Minutes:

Regular Meeting:

Director Hutson motioned to approve minutes of September 18, 2018 with correction to page 2, line 15. Director Morrison seconded. The motion was approved: 6-0-1-0 with Director S. Brown abstaining.

Executive Meeting:

Director Hutson motioned to approve minutes of September 18, 2018. Director Six seconded. The motion was approved: 7-0-0-0.

Open Forum:

Member stated the parking violation sticker do not come off. Community Manager Bailey stated the stickers are supposed to be hard to get off. That way owners can't just peel the stickers off and throw them away.

Member commented the property tax bills are wrong. Member's bill was more than doubled. Member called the County and they are looking into it.

Member thanked Director Calhoun for coordinating the yardsale.

Member asked why there are no waste bags in the dog areas. Community Manager Bailey said she would take care of it tomorrow.

Member stated with the nice weather everyone needs to be aware of the kids riding bikes and other toys. Community Manager Bailey stated there might be a Safety Night this spring. She will ask the Sheriff's office to come and talk with the community. Another member suggested getting tall safety flags to attach to bikes and other rideable toys.

A member stated the playground fence is still not fixed. Community Manager Bailey stated Bill Bolton has not had the time to fix it. She is seeking bids from other contractors.



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Treasurers Report:

The Treasurer's Report was delivered by Treasurer Strickland. He reported cash on hand to be \$281,726; Net gain for the month of September \$467; Accounts Receivable as \$73,824; Net Loss Year to Date (\$64,955).

Maintenance Report:

The Maintenance Report was delivered by Director Morrison. Summer projects are being completed. The playground steps have been completed. Community Manager Bailey requested Board approval to hire an extra employee to complete the siding on the Clubhouse. Director S. Brown expressed concern regarding the wages coming out of the budget. Board directed Community Manager Bailey to hire an extra employee and submit budget adjustments. Director S. Brown was against the hiring.

Community Manager Report:

The Community Manager's Report was delivered by Community Manager Bailey.

Gas Survey: The results of the gas survey have been received. The survey is done every year. There were very few gas leaks found and all were minor. All, but two, have been fixed.

President R. Brown asked if we are using a different company. Community Manager Bailey stated we are using Coast Utilities now. Coast Utilities provides gas training for our employees and they make sure we are compliant with the Public Utilities Commission.

Payroll: Community Manager Bailey is re-negotiating with a new payroll company. She would like Board direction to choose a payroll processor. This needs to be done by the end of the year. Community Manager Bailey stated that the payroll is intermingled with the operating account. The accounts should be separate, so anyone can track the payroll. She would like Board direction to open a separate payroll checking account. The cost of payroll should run between \$60.00 and \$90.00 per payroll. There could be additional fees for completing 1099s and mid-pay period checks. The Board directed Community Manager Bailey to choose a payroll processor with charges not to exceed \$100.00 per payroll. The Board directed Community Manager Bailey to open a separate checking account for payroll.

Budget Meeting: Community Manager Bailey ask if the Board wants the 2019 budget based on Jackson Valley Irrigation District providing water or the Oaks producing their own water; or both. She spoke with Steve Fredricks, Jackson Valley Irrigation District's General Manager, regarding the connection date. Mr. Fredricks said he believes the connection will happen in December. Based on this information, we should be safe in just producing a budget based on receiving water from Jackson Valley Irrigation District. There needs to be one final budget workshop to complete the budget. The budget needs to be mailed to all residents by the end of November.

A special meeting will be held on November 7, 2018 at 2:00 pm to discuss the budget and other business items.



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Hearing Schedule: Hearings will be heard by the Board after the special meeting on November 7, 2018.

Casino Meeting: On Monday, 10/22/2018, at 6:00 pm, Supervisor Forester will be conducting a Community meeting regarding the Buena Vista Casino. County Officers, Counsel, and Public Works will be here to answer questions. Director S. Brown stated on the same day, there is a meeting of the BVAC and we should have a representative there. Director S. Brown offered to attend the BVAC meeting.

Wastewater Report:

The Wastewater Report was delivered by Community Manager Bailey. The lid for the lift station has been installed. The flow meter has been installed. The crane will be ordered soon. President R. Brown, Community Manager Bailey, Brady, and Bradley Hobgood will be meeting on Sunday to discuss the boat and metering installation.

Treated Water Report:

The Treated Water Report was delivered by Community Manager Bailey. On Thursday, 11/18/2018, a test is scheduled to make sure we can isolate a portion of our distribution system in anticipation to connecting with Jackson Valley Irrigation District. Approximately 30 homes will have their water shut off. The valves have never been shut and they should to be tested to ensure they work. The test should only take a few minutes. There will be a drop in water pressure, so the residents need to receive a boil water notice. After the test, the water will need to be tested before the boil water notice is lifted. The results could take up to 48 hours to receive. Notifications were delivered on Thursday, 10/11/2018. Once we get the okay that the distribution center can be isolated, then the contractor will be scheduled to do the hook-up.

Social Committee Report:

Director Calhoun delivered the Social Committee Report. There are several upcoming events. On Saturday, 10/20/2018, the second annual Chili Cook-off will be held at the clubhouse. Chili tasting is \$3.00. Tasting includes voting. There is no entry fee.

Volunteers are needed to help with the Halloween party for the kids. The party will start at 5:00 pm with a costume parade. There will be games and snacks at the clubhouse after the parade. There will be costume prizes and a trunk-or-treat.

Member stated that more people need to come to Bingo.

Design Review:



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There were no design reviews before the Board.

Discussion and Possible Action Related to Items to be placed on Ballot

Community Manager Bailey explained the items that may be placed on the ballot.

Election Rules need to be clarified regarding the qualifications to run for the Board. The attorney's recommendations for Board Qualifications were presented to the Board.

Community Manager Bailey suggested adding section A3 to the current election rules; anyone not current (more than sixty days delinquent) in paying assessments cannot run for the Board. Director Calhoun motioned to add section A3 of the attorney's recommendations. Director Six seconded. The motion was approved: 7-0-0-0

Director S. Brown is concerned regarding A6 of the attorney's recommendations. It violates The Oaks bylaws 6.1 and 6.2. Director S. Brown motioned to use the Attorney recommended wording, excluding section A6: is not a resident...consecutive twelve (12) month period, as the Board Qualifications. Director Hutson seconded. The motion was approved: 7-0-0-0

The rules committee discussed changing the rules to call a special meeting. It would require more signatures, raising it to above 5%. Director S. Brown stated it would need to be changed in the CC&Rs. Community Manager Bailey stated that the next step is for the Board to approve the ballot. Director S. Brown stated that the percentage is in the Davis Sterling Act and cannot be changed. Community Manager Bailey stated she need suggestions as to what the Board wants on the ballot. Director Calhoun stated that the Davis Sterling Act allows the increase. She suggests 25% of members in good standing be required to ask for a recall. Director S. Brown would like a definitive answer from the attorney as to the legality of this. Director Calhoun motioned to change the required number of signatures from 5% to 25% of members in good standing to call a special meeting; pending answer from attorney. Director Hutson seconded. The motion was approved: 6-1-0-0 with Director S. Brown voting no.

Discussion and Possible Action Related to Installation of Solar Street and The Use of Solar Panels in General

Community Manager Bailey explained that she has been getting a lot of calls regarding residents installing solar panels on their homes. She advises them to check with the state. To date, no one has submitted a design review to install solar panels.

Community Manager Bailey presented material for installing solar panels in the RV storage area to power the wastewater plant. Director Morrison asked if they could be hooked up to the generator. President R. Brown stated yes, they can by using an inverter. Director S. Brown stated a large solar system could be financially feasible for the park to power the common areas. Community Manager Bailey will look into the cost and feasibility of solar panels.

Community Manager Bailey asked for direction regarding the solar lights. Last month the Board looked at the solar lights purchased and determined they were not bright enough. Director



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Calhoun asked if there is a code on how bright the lights must be? Director S. Brown stated the code is the lights must be 2/10 of a lumen per foot. Community Manager Bailey presented several options for lights that are commercial grade. Director S. Brown stated he is not advocating solar lights for the park. He suggests using existing fixtures and replacing current bulbs with LED lights. Community Manager Bailey stated that at least four light need repairs. Director S. Brown motioned to install a new light, like the one in the RV storage area, at the end of West Park Dr. Director Six seconded. The motion was approved: 7-0-0-0
President R. Brown explained repairing the existing lights will involve digging lines and replacing and/or repairing lines. Community Manager Bailey stated the cost for repairs would be between \$1500 and \$3000 for each light. Director S. Brown would like solar poles install where solar lights would work. The pole would hold the solar panel and battery, these would be wired to the existing light fixture with a LED light. If solar is not conducive, then the repairs should be made. Board directed Community Manager Bailey to look into installing solar poles for the lights that are not working and to change existing light bulbs to LEDs as needed.

Discussion and Possible Action Related to Repair Entrance Gate

Community Manager Bailey stated one bid has been received to repair the exit side of the main gate. The loop needs to be replaced so the exit gate will close properly. The entrance side was replaced two years ago. Director S. Brown motioned to repair the exit side of the main gate. Director Hutson seconded. The motion was approved: 7-0-0-0

Discussion and Possible Action Related to Holiday Decorations

Community Manager Bailey stated that it has not been discussed as to when residents can put up holiday/seasonal decorations. Dates were discussed. Community Manager suggested allowing decorations to be put up 20 days prior to the holiday. Director Calhoun motioned to allow Community Manager Bailey to write the rule as she sees fit. Director S. Brown motioned to allow decorations to be put-up 30 days prior to a holiday and removed 15 days after the holiday. Seasonal decorations are allowed only during the specific season. Director Strickland seconded. The motion was approved: 7-0-0-0

Discussion and Possible Action Related to Reserve Investments

Community Manager Bailey stated the Edward Jones representative asked to be re-scheduled. Director S. Brown stated he did not want to wait another month to make a decision regarding the investments. President R. Brown stated the representative is not here. Director S. Brown stated that doesn't matter. The Board can direct Community Manager Bailey to start the process. Director Calhoun stated that we do not know what the rates are, and she has a list of questions. Community Manager Bailey suggested putting the BBVA CD in the mutual fund when it matures in November, so that the Board can talk to different investment firms. Director S. Brown stated that we have spent a quarter (3 months) losing 1.5% - 2% interest.



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Director Calhoun stated that with Edward Jones, we could be paying that much in commissions. Director S. Brown stated they don't have that kind of fee structure. The representative from Edward Jones will be asked to attend the budget meeting.

Discussion and Possible Action Related to Upgrades to Playground.

Director S. Brown discussed getting a new slide for the playground. Also, he would like to see a separate play area for little kids. President R. Brown stated he would like to see a play area for the little kids before the slide. Community Manager Bailey asked what price range should she be looking at? Director Calhoun asked what happened to asking the Buena Vista Casino to donate funds for the playground. Community Manager Bailey stated she did not receive a response to her letter. Director Calhoun asked if we were going to continue to pursue this. Community Manager Bailey stated she has tried to contact the tribal chairperson but doesn't get any returned calls. Director S. Brown stated the tribe gives the funds to the County and the County distributes the funds. Director Morrison stated he would like to see this put off for further discussion as we are going into November and nothing can be done once the rains start. President R. Brown would like to see how much everything will cost so a plan can be made for after the first of the year. Director S. Brown motioned to buy a slide and bolt it onto the existing playground structure. Director Calhoun seconded. The motion was approved: 7-0-0-0 The Board directed Community Manager Bailey to research cost for a reasonably durable play structure for smaller kids.

Discussion and Possible Action Related to Community Park – Director S. Brown

Director S. Brown stated the lot across the street can be used for a little "U" shaped park. It could include a ballfield and picnic area. Director S. Brown approached County Supervisor Forester. County Supervisor Forester advised talking with the Amador County Recreational Authority. They advised it would take about ten years to develop a park as the County does not have funds to maintain parks. Director S. Brown stated that there are no outside funds available.

Future Agenda Items: This item is to Provide Board Members an Opportunity to Request Items to be Placed on Future Agendas. Not an action item.

No items were requested to be placed on future agendas

Meeting was adjourned at 7:58 pm.

/s/ Ann Hutson

Ann Hutson, Secretary

01/15/2019

Date