



# 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 November 20, 2018**

### Call to Order:

Meeting was called to order at 6:00 pm by Vice President Bill Six

### Pledge of Allegiance:

The Pledge of Allegiance was delivered

### Roll Call of Directors:

Directors present: S. Brown, Morrison, Six, and Calhoun. Directors R. Brown, Hutson, and Strickland were absent and excused.

### Approval of Minutes:

Director Calhoun motion to table approval of minutes. Director S. Brown seconded. The motion was approved 4-0-0-3

### Open Forum:

Member asked who is running for the Board of Directors. Directors S. Brown and Calhoun stated they will be re-running. Director S. Brown announced that Director Strickland has resigned his Board position. The Board of Directors will appoint a new Director.

Member acknowledged the new maintenance employee. He is a very hard worker.

Member asked if the front gates are still not working. Community Manager Bailey stated we are waiting for the repair company to come out to fix the loop in the gate.

Member asked if the new lights have come in. Community Manager Bailey stated they have not been ordered yet.

### Treasurers Report:

The Treasurer's Report was delivered by Director Calhoun. She reported cash on hand to be \$272,613; Net gain for the month of October as \$46,560; Accounts Receivable as \$86,427; Net Loss Year to Date (\$23,251).

### Maintenance Report:

Director Morrison reported the maintenance crew is finishing projects and keeping the park maintained.

### Community Manager Report:

Community Manager's Report was delivered by Community Manager Bailey. Community Manager Bailey requested direction regarding residents parking on the cul-de-sacs. Several years ago, the Board voted to allow parking at the very end of three cul-de-sacs. Residents have requested the parking be extended to include the entire cul-de-sac. Community Manager Bailey would like Director Morrison to review the cul-de-sacs to determine if parking should be allowed. Director Morrison directed Community Manager Bailey to paint the curbs either red or green, so they reflect the original decision.

Community Manager Bailey stated the office will be closed on Thursday and Friday for Thanksgiving.



# The Oaks Community Association

5607 Jackson Valley Road • Lone, CA 95640-9629

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

toca@att.net

## Wastewater Report:

Wastewater Report was delivered by Community Manager Bailey. The new flow meter and lid have been installed. The pump station has been cleaned and pumps 1 & 2 have been exercised. Depth markers have been installed in pond 3. ABC plumbing jetted the entire park. This will be done annually.

## Treated Water Report:

Treated Water Report was delivered by Community Manager Bailey. Jackson Valley Irrigation District is on schedule to connect in mid-January. The systems will be connected next week. The meter will be installed at the same time. The connection will affect about 30 homes. Homes will be disconnected from water for about two hours.

## Social Committee Report:

Director Calhoun announced there will be a holiday home decoration contest. All residents are eligible. October was a busy month for the Social Community. They held a yard sale, chili cook-off, and a Halloween party.

## Design Review:

Lot 138 – 5879 Oak Drive – Patio on side yard: Director S. Brown motioned to approved design review for lot 138. Director Calhoun seconded. The motion was approved: 4-0-0-3

## Discussion and Possible Action Related to Request to Provide Utility Service to Property located behind the Oaks Community:

Community Manager Bailey explained the property is to the west of the end of West Park Drive. Community Manager Bailey received a phone call from a potential buyer of the property requesting information about connecting to gas, water, and sewer. Community Manager Bailey met with the current owner. There was an agreement, with a past Board, stating the Oaks will provide water and sewer. There was no mention of gas. There was a stipulation in the agreement stating if the property sold or if the water and sewer changed hands, the Oaks did not have to provide water and sewer. Director S. Brown asked if any minutes were found for those months. Community Manager Bailey explained that there are a lot of missing documents, including the minutes from this time period. Director S. Brown stated the CC&R's state that this would have to be voted on by the general membership. It's not something the Board can act on. Director Six stated at this time there is not enough information to take any action.

## Discussion and Possible Action Related to Reserve Investments:

Community Manager Bailey stated the Board asked her to research what the penalties would be if money was taken from the Reserve accounts. She presented the calculations. Community Manager Bailey asked for direction from the Board on where they would like the Reserve money placed. Director S. Brown stated he would like the money place where we would earn higher rates. Director Calhoun asked what fees and percentages Edward Jones charges. Director S. Brown stated that they do not charge fees or percentages. They make their profit by buying CD's at a lower rate and re-selling them at a higher rate. Director Calhoun asked what percentage Edward Jones is offering. Community Manager Bailey stated it is 2.65%. Director Morrison stated he is not in favor of putting everything with one company. Director S. Brown asked if it would be more efficient to have all accounts, checking, savings, money markets, and CD's, with one company. Community Manager Bailey is not sure if the information received from Edward Jones is correct regarding changing signatories on the accounts. Director S. Brown stated that Edward Jones is not a bank and operates differently. He doesn't care where the money is placed, but as a Board, we need to place the money where it will get the best rate of return. Director Morrison stated that Umpqua Bank is offering 2.5% or 2.8%. It is a two-year CD. Director



# The Oaks Community Association

5607 Jackson Valley Road • Lone, CA 95640-9629

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

toca@att.net

Six asked if Community Manager Bailey can get rate quotes from different banks. Community Manager Bailey stated if the Board wants better rates, the Board can direct her to find the best rates and open accounts at the best rates. Director Morrison motioned to direct Community Manager Terri Bailey to find the best rates and present them at the next Board meeting. Director Calhoun seconded. The motion was approved: 4-0-0-3. Director S. Brown motioned to direct Community Manager Terri Bailey to have a presentation ready with rates and recommendations ready for the next Board meeting. The motion was not seconded.

#### Possible Action Related to 2019 Budget:

Community Manager Terri Bailey presented the proposed budget for 2019 and a five-year comparison. Director S. Brown asked for clarification on the HOA dues increase, facilities fees, and water charges.

Community Manager Terri Bailey explained the need for the increases. The Board's first responsibility is to fund the reserves. Director S. Brown asked about the need for a water plant permit. Community Manager Terri Bailey explained this item is used to transfer the funds from Pre-paid account to an expense account. Director S. Brown asked about the monitoring and testing expenses. Community Manager Terri Bailey stated she anticipates there will still be some monitoring and testing that we will need to have done. Director S. Brown ask why the water distribution repairs is a separate line item. Why is it not under regular maintenance? Community Manager Terri Bailey stated this is for anticipated repairs to the water pipes. Director S. Brown asked what chemicals?

Community Manager Terri Baily stated she is unsure which, if any chemicals will be needed to add to the treated water. The State Water Control Board recommends having chemicals available just in case they are needed. Director S. Brown asked where would we add the chemicals? We have no access. Community Manager Terri Bailey stated she has no idea, but the State Water Control Board recommend it, so she added to the budget to be used if needed. Director S. Brown asked why the pool repairs is so high when the pool was re-done this year. Community Manager Terri Bailey explained it covers minor repairs, umbrellas, pumps, chemicals, etc. Director S. Brown asked about the garbage expense. Community Manager Terri Bailey explained it includes the dump runs in the winter. Director S. Brown asked why there are two different fuels? Community Manager Terri Bailey explained one is for the night watchman and one is for everyone else. Director S. Brown asked if payroll tax and worker's comp should be decreased. Community Manager Terri Bailey stated they could be decreased. Director S. Brown motioned to approve the 2019 Budget with noted changes. Director Morrison seconded. The motion was approved: 4-0-0-3.

#### Discussion and Possible Action Related to Rule Changes:

Community Manager Terri Bailey presented the proposed rule changes. Director S. Brown recommended removing "currently registered with the California Department of Motor Vehicles and" from Vehicles and Parking rule #1. Director S. Brown recommended removing "not less than every few days," from Pets rule # 8. Director S. Brown recommended removing "signs" from Clubhouse and Adjoining Areas, #1 General, rule C. Director S. Brown recommended removing "is not a resident in the Development. For purposes of this section, a director does not reside at the property if he or she leases his or her unit, moves out of the unit, or lives in the unity less than six (6) months in any consecutive twelve (12) month period" from Election and Voting Rules: Candidate Qualifications, Nominations & Removal, Rule #2. Director Calhoun recommended adding "pm" after "9:00" from Clubhouse and Adjoining Areas, #2 Pool and Spa, rule B. Director S. Brown motioned to approve the Rule Changes with noted recommendations. Director Morrison seconded. The motion was approved: 4-0-0-3.

#### Discussion and Possible Action Related to Distribution of Annual Disclosure Statement to Members:

Director S. Brown motioned to accept the Annual Disclosure Statement with changes discussed previously. Director Morrison seconded. The motion was approved" 4-0-0-3.



# The Oaks Community Association

5607 Jackson Valley Road • Lone, CA 95640-9629

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

toca@att.net

## Discussion and Possible Action Related to Update of RV Storage Agreement:

Director S. Brown recommended adding no personal items may be stored unless fully contained in an approved trailer. All vehicles must be operable or on a trailer for easy removal. Director S. Brown motioned to approve updated RV Storage Agreement as amended. Director Calhoun Seconded. The motion was approved: 4-0-0-3.

Meeting was adjourned for a 5-minute break: 7:42 pm.

Meeting reconvened at 7:47 pm.

## Discussion and Possible Action Related to Development of Community Park:

Community Manager Terri Bailey stated she received an email from Supervisor Forester requesting additional information regarding the park. Director S. Brown stated he has attended several meetings and talk with Supervisor Forester. The main concern is who will pay for the maintenance of the park. Amador County is not building new parks because they do not have the funds to maintain them. Anything that is done across the street is up to us to build and maintain.

## Discussion and Possible Action Related to Fire Safety:

Director S. Brown explained the need for a fire safety plan and equipment. Director Morrison stated there is fire hose stored around the park. He has a wrench to turn on the fire hydrates. Director S. Brown is concerned about how residents will vacate the park in an emergency. Director Morrison stated that there was supposed to be three emergency exits, two in the front and one at the back. Director S. Brown stated the back exit would never be used in a fire emergency. It is too dangerous. The front is the only safe exit. He recommends going back to using the fire siren.

## Discussion and Possible Action Related to Ballot Questions:

Community Manager Terri Bailey explained she needs clarification on what the Board would like on the ballot. Director Calhoun stated the CC&R's need to be on the ballot. Community Manager Terri Bailey stated it might be better to discuss it more with the residents before putting it on the ballot.

## Discussion and Possible Action Related to Appointment of Election Inspector:

Community Manager Terri Bailey explained the previous election inspector is unable to do it anymore. She recommends asking Sue (?) to be election inspector. Director Calhoun motioned to appoint Sue (?) to be election inspector. Director S. Brown seconded. The motion was approved: 4-0-0-3.

## Future Agenda Items: This item is to Provide Board Members an Opportunity to Request Items to be Placed on Future Agendas:

Director S. Brown asked if the treasurer's position needs to be filled. Community Manager Terri Bailey stated that it was not on the agenda. Director S. Brown asked if the President could appoint a Board member to the position. Vice President Six appointed Director Calhoun to the position of Treasurer.

Meeting was adjourned at 8:15 pm.

/s/ Ann Hutson

Ann Hutson, Secretary

01/15/2019

Date