



The Oaks Community Association

5607 Jackson Valley Road • Lone, CA 95640-9629

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Board of Directors Regular Meeting

June 18, 2019

Type of Meeting: Regular Meeting:

Call to Order:

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

Pledge of Allegiance was delivered.

Roll Call of Directors:

Directors Present: S. Brown, R. Brown, Calhoun, Lopez, Morrison, and Six. Director Hutson was absent and excused.

Approval of Minutes:

Approval of Regular Board of Directors Meeting Minutes of May 21, 2019: Director S. Brown moved to accept the minutes of May 21, 2019, regular meeting as presented. Director Calhoun seconded. The motion passed 6-0-0-1, with Director Hutson absent and excused.

Approval of Executive Meeting May 21, 2018: Director S. Brown moved to accept the minutes of the May 21, 2019, executive meeting as presented. Director Lopez seconded. The motion passed 6-0-0-1, with Director Hutson absent and excused.

Open Forum:

A Member stated he would no longer be available to help with after-hours activities due to no one staying to help clean-up after the movies.

A Member stated the front gate pillar should be painted white because it is hard to see at night.

Treasurers Report:

The Treasurer's Report was delivered by Director Calhoun.

As of May 31, 2019: Cash on hand: \$240,880; Total Income: \$68,348; Total Expenses: \$69,433; Net loss for May 2019: (\$1,085)

Maintenance Report:

Director Morrison delivered the Maintenance Report. Maintenance staff is working on installing the new playground equipment.

Community Manager Report:

Assistant Community Manager Hughes delivered the Community Manager's Report. Current Projects: Golf cart shed should be ordered before the next Board meeting. Playground equipment has been delivered and is being installed. Front gate and pillar have been installed. The magnet on the gate needs to be replaced and is on order. We are still waiting on quotes



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for the solar system. We should look at timers for the aerators at the wastewater treatment plant. No bids have been received for the storm drain on West Park Drive. Still looking for someone to do the utility meter audit. The new temporary maintenance worker hired last month quit. Jim Kiefer is back at work.

Wastewater Report:

Assistant Community Manager Hughes delivered the Wastewater Report. Pump #1 stopped working and was changed. A new pump has been ordered. The city of Jackson has two pontoon aerators for sale. Pontoon aerator in pond #1 stopped working; we are down to one working pontoon aerator. Upchurch Electric will provide a quote for the upgrade of the circuit breaker panel for the wastewater treatment plant. Ninety-six tons of crushed rock has been ordered.

Treated Water Report:

Discussion and Possible Action Related to Treatment Plant Closure and Plant De-certification: Assistant Community Manager Hughes stated the State requested additional documentation regarding the rate structure. The State will inspect to make sure no treated water is being delivered by the treatment plant. We will be required to complete monthly reports, sampling, and have a certified operator until the treatment plant has been de-certified by the State.

Discussion and Possible Action Related to Expanded Parking via Retaining Walls: Tabled

Discussion and Possible Action Related to Fishing Pond Aerator: Assistant Community Manager Hughes stated the aerator in the pond will be placed on a timer as there have been complaints about the noise. Director Calhoun stated she is the one complaining about the aerator. The constant noise makes it impossible to relax on her deck. Director Morrison asked if it is possible to put a box around the motor. President R. Brown stated there is already a box around the motor. Director S Brown stated it should be easy to install a timer. Christopher Main stated Upchurch Electric would have to install the timer. Director S Brown asked why when it is a plug-in pump. All that is needed is an outdoor timer that the pump can plug into. Christopher Main stated he would do it. Assistant Community Manager Hughes stated the hours of (aerator) pump operation need to be established. Director Calhoun asked that the hours be between 10:00 AM and 4:00 PM. Assistant Community Manager Hughes asked if 6 hours is long enough for the aerator to run. Director S. Brown stated time would tell. The timers can always be adjusted. Director S. Brown asked what are the quiet hours for the park. Assistant Community Manager Hughes stated they are from 10:00 PM to 7:00 AM. Director S Brown stated the times for the aerator could be 9:00 AM to 5:00 PM. Board member consensus is to run the aerator from 9:00 AM to 5:00 PM. Aerators will be adjusted as needed.



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Social Committee Report:

Director Calhoun stated there will be a kids bingo In addition to the regular bingo. Kids bingo will be on July 25th. The social committee is working on details for the Taste of the Oaks event. Members will be asked to bring a food dish. There will be voting, similar to the Chili Cook-off. The committee is trying to get a couple of wineries to come in to do a wine tasting. There will also be a live band. President R. Brown stated the bike rodeo was canceled due to the heat.

Christopher Main stated the barbeque near the pool is burning the tree behind it. He recommends either moving the barbeque or removing the tree. He has a portable barbecue that he would donate if the board would like to have a portable barbecue. Director S. Brown asked if the tree is being burned from the coals from the barbeque. President R. Brown asked if the tree can be trimmed back. Christopher Main stated the tree is already trimmed as much as it can be. Director S. Brown stated there shouldn't be a tree near a barbecue. Director Morrison asks why would we want to remove a tree if we don't have to. Director S. Brown stated it's a fire hazard to have a tree near a barbecue. Director S. Brown moved to remove the tree near the barbeque. Director Lopez seconded. The motion passed 3-2-0-1, with Directors Morrison and Six voting no and Director Hutson absent and excused. President R. Brown stated another tree could be planted somewhere else. Director S. Brown moved to plant a new tree in a location that will not interfere with the barbeque. President R. Brown asked Christopher Main to consult with Bradley Hobgood about the best type of tree for the park.

Design Review:

Assistant Community Manager Hughes stated a resident submitted a design review request, but it was too late to put on the agenda. Community Manager Bailey feels the board should look at the requested shed. Director Lopez stated that too many residents are making improvements and then asking for approval. It should be the other way around. Director Calhoun moved to table the design review. Director Six seconded. The motion passed: 6-0-0-1, with Director Hutson, absent and excused.

Discussion and Possible Action Related to Emergency Procedures and Notification to Members:

Robo Call, Sirens, Other forms of notification: Assistant Community Manager Hughes stated Community Manager Bailey was asked by the board to research installing a siren in the community as a means to notify the residents of emergencies. Community Manager Bailey is in the process of obtaining costs for an alarm or siren for notification purposes. She would like the board to consider contracting with a company which provides robo calls to communities to notify residents of emergencies. Assistant Community Manager Hughes stated there is no month-to-month contract for the robo calls. We would buy credits and use credits as needed when the calls are made. When the credits are gone, we would need to buy more credits. Alerts are sent by phone and text. The messages would be personalized and come from the



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Oaks. Director S Brown stated that when the robo calls fail due to power outages, residents will be glad to have the sirens. Director Morrison asked what good would the sirens be if there's no power. Director S. Brown stated there would be a backup generator. President R. Brown stated there is an ad hoc committee in Amador County that is putting together a list of residents that need help during an emergency evacuation. Director S. Brown stated he feels we need a physical means to notify residents of an immediate evacuation. Director Morrison moved to table this item until the next meeting to get more information and costs. Director Six seconded. The motion passed: 6-0-0-1, with Director Hutson, absent and excused.

Possible purchase of a Generator for the Clubhouse:

President R. Brown stated Community Manager Bailey needs more information on the size and type of generator for the clubhouse. President R. Brown stated the generator needs to power the entire clubhouse including heating, air conditioning, and lighting. It should be the same type of systems at the wastewater plant.

Discussion and possible Action Related to Front Entrance Gate and Playground Gate:

Security Concerns and Gate Closure:

President R. Brown stated we are still waiting for a quote from the gate company to relocate the keypad. President R. Brown asked for opinions on keeping the gate open 24/7. Director Calhoun stated she is in favor of keeping the gates closed. It might be a good idea to have the gates open for a few hours in the morning and evening during commute times. Director Morrison asked how deliveries would be made to the residents. Director Calhoun stated they would have their access code. Director Calhoun requested the keypad be moved to the driver's side, so drivers do not have to get out to enter a code. This item tabled until the next meeting.

Installation of a Keypad and or Key Card:

Director Calhoun stated the playground gate issues were discussed during the safety meeting. She asked if it is possible to leave the gate open at all times. This will prevent people from climbing over and damaging the gate. Director S. Brown stated if the gate is left open, it gives access to the playground during the night, and people will mess around. President R. Brown agreed but stated there isn't someone available to open the gate every day. Director Calhoun stated it costs extra labor hours to have somebody here to open the gates on the weekends. Director S. Brown stated the playground gate could be keyed the same as the pool gate. That way, parents could bring their children to the playground when they wanted. Director Calhoun stated she doesn't think that will stop people from jumping the fence if they don't have a key. Director S. Brown moved to get costs to replace the playground gate with a sturdier gate and have it keyed to match the pool gate. Director Morrison seconded. The motion passed: 6-0-0-1, with Director Hutson, absent and excused.



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Discussion and Possible Action Related to Replacement and Recruitment of Community Manager:

Assistant Community Manager Hughes stated Community Manager Bailey asked the committee to set a meeting date. This item was tabled until next month.

Discussion and Possible Action Children's Related Safety Committee:

Director Calhoun stated there was a very good turn out for the children's safety committee meeting. Director Calhoun read a list of chief complaints. The committee discussed possible solutions including: Holding a bike rodeo, positive reinforcement reward system, allowing the playground gate to be open at all times, holding monthly kids safety meetings, installation of rumble strips, using radar speed signs, changing the speed limit in the park from 10 mph to 5 mph, and creation of new rules and regulations. The committee would like to ask the board to approve having a kids safety week each year. Kids safety week will be held after the last day of school each year. Director S. Brown would like electric cars and scooters added to rule #2. Director S. Brown would like it spelled out that it is management and staff's decision as to who is able to make good judgment calls. Director Lopez stated that at the meeting, some parents were reluctant to have rules and wanted their children to be able to play unsupervised regardless of age. Director Six stated that we're turning our management and staff into the police and babysitters. It is not their responsibility. Director Calhoun agreed and stated this was said several times during the meeting. Director Calhoun stated there are three changes to the proposed rules and regulations changes: 1) adding electric cars and scooters to rule # 2. 2) Move the last sentence of rule #4 to rule #6. 3) Reword rule #6 to read Management and employees have the authority to redirect and immediately suspend minors who are acting inappropriately or in an unsafe manner. President R. Brown suggested highlighting General Rule #9 when posting the changes. Director Six moved to approve the rules and regulations changes. Director Lopez seconded. The motion passed: 6-0-0-1, with Director Hutson, absent and excused.

Director Calhoun moved to sponsor a Kid's Safety Week during the first week of summer vacation. Director S. Brown asked if there are many families that go on vacation during this week. Director Calhoun stated it should be at the very beginning of summer, so the rules are fresh in the children's minds. Director S. Brown seconded. The motion passed: 6-0-0-1, with Director Hutson, absent and excused.

Discussion and Possible Action related to Keeping Gate to Playground Open: This item was discussed under item M. Director S. Brown stated this was labeled incorrectly on the agenda. It should have been about electronic speed signs. Director Morrison thinks speed signs are a bad idea. Director S. Brown stated the concern is the number of speeders in the park. Director



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Calhoun stated they are very expensive and we don't have the money in the budget. She suggested contacting CHP to see if they will lend us one.

Future Agenda Items: None

Director S. Brown moved to table the executive meeting. Director Lopez seconded. The motion passed: 6-0-0-1, with Director Hutson, absent and excused.

The meeting was adjourned at 7:15 p.,.

Executive Session Minutes

Tuesday, June 18, 2019

Type of Meeting: Executive Session

- Discussion and Possible Action Related to Delinquent Account and Violation Letters
- Discussion and Possible Action Related to Pending Litigation
- Discussion and Possible Action Related to Personnel Issues
- Discussion and Possible Action Related to Member Complaint

Meeting tabled to June 24, 2019 at 8:30 am.