



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

Monday, May 21, 2019

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, Hutson, Lopez, and Morrison. Director Six arrived at 6:16 pm.

Approval of Minutes:

Approval of Correction of the Regular Board of Directors Meeting Minutes of March 19, 2019. Director Lopez stated the word “meaning” should be corrected to “meeting” in two places in the Community Manager’s Report. Director S. Brown moved to accept the Minutes of March 19, 2019, as corrected. Director Lopez seconded. The motion passed: 6-0-1-0, with Director Six absent.

Approval of Regular Board of Directors Meeting Minutes of April 8, 2019

Director S. Brown moved to approve the Regular Board of Directors meeting minutes for April 8, 2019. Director Calhoun seconded. The motion passed: 6-0-1-0, with Director Six absent.

Approval of Executive Meeting April 8, 2018

Director S. Brown moved to approve the Executive meeting minutes for April 8, 2019. Director Calhoun seconded. The motion passed: 6-0-1-0, with Director Six absent.

Open Forum:

Member stated there is a large waste container on Park Circle and asked if this allowed.

Community Manager Bailey stated the resident is doing a remodel. Director S. Brown asked if there is a time limit for the waste container. Community Manager Bailey stated it had been discussed with the resident.

Resident asked about the pole at the end of West Park. Director S. Brown stated it is a solar light.

Resident asked about the ACE’s community waste pick-up day. Community Manager Bailey explained the pick-up process and referred the member to the newsletter for more information.

Resident asked about the proposed rules for children. Director S. Brown stated this is on the agenda and will be discussed later in the meeting.

Resident is concerned about vehicles speeding in the park. President R. Brown stated this would be discussed at the same time as child safety.

Treasurers Report:



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The Treasurer's Report was delivered by Director Calhoun.

As of April 30, 2019: Cash on hand: \$235,816; Total Income: \$83,585; Total Expenses: \$73,887; Net Gain for April 2019: \$9,698

Lien Approval: No liens submitted for approval.

Maintenance Report:

Director Morrison delivered the Maintenance report. The pillar for the front gate has been installed. The sprayers (aerators) at the fishpond have been installed. The two mirrors at the mailbox parking have been replaced. Playground equipment has been delivered.

Director Morrison stated that it is easy for board members to suggest projects. However, it is sometimes hard to prioritize projects. If there is any problem with projects or work, it should be brought to the attention of the Community Manager. Board members should not be discussing projects with the staff.

Community Manager Report:

Community Manager Bailey delivered the Community Manager's report. Ongoing projects: Golf cart shed, playground equipment, front gate and pillar, solar panels, storm drain on West Park Dr., audit of utility meters.

A temporary maintenance worker has been hired. Jimmy hurt his back off-hours.

A letter from PG&E is available regarding power outages. PG&E is expecting to have electrical outages due to fire danger. Outages could last several days. Director S. Brown requested generator purchase be added to the next agenda. President R. Brown stated we have a generator for the wastewater treatment plant. Director S. Brown asked about the clubhouse. Community Manager Bailey stated she will assess the condition of the generator and add the topic to the next agenda.

Wastewater Report:

Community Manager Bailey delivered the Wastewater Report. Community Manager Bailey presented a report prepared by Bradley Hobgood, the certified wastewater operator. Bradley is requesting the tree near the manhole on Clubhouse Dr, near the emergency exit, be removed. The tree roots are infiltrating the manhole. President R. Brown stated this had happened before. Director S. Brown asked if it is in the line or the manhole. President R. Brown stated it is in the line. Director Morrison moved to remove the tree and have the stump ground down. Director Hutson seconded. The motion passed: 7-0-0-0.

Community Manager Bailey stated there is a constant battle with gophers and other rodents borrowing between the lagoons. Bradley is asking for new riprap to be installed. The estimated cost is \$3,000.00, including trucking. Director S. Brown moved to purchase new riprap. Director Hutson seconded. The motion passed: 7-0-0-0.

Treated Water Report:



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Community Manager Bailey delivered the Treated Water Report. One last criterion must be met before the plant can be de-certified by the State. We have to prove that we are charging the same as JVID is charging us.

Bradley put together estimates for the costs of a retaining wall at the water treatment plant.

Community Manager Bailey would like to table this until next month to review the expense with Bradley. President R. Brown approved tabling this item until the next meeting.

Social Committee Report:

Director Calhoun delivered the Social Committee Report. A meeting will be scheduled to plan the Taste of the Oaks event. Director Calhoun explained the event. Residents will be asked to bring a signature dish. This could be a possible fundraiser to help with children safety programs. Community Manager Bailey email CHP to schedule a kids' safety event.

Community Manager stated there will be a changeable sign across the street.

There were 12 – 15 attendees at bingo.

Director Lopez would like to see movies that would be more enjoyable for adults. Something other than animated kids movies.

Design Review:

Lot 74 – Approval for Fence Décor: Director S. Brown moved to approve fence décor for lot #74. Director Hutson seconded. The motion passed: 7-0-0-0.

Lot 153 – Permission to build a shed in the backyard: Director Hutson moved to approve the shed painted the same color as the house. Director Lopez seconded. The motion passed: 7-0-0-0.

Lot 182 – Permission to plant pine trees in the front yard: Director S. Brown moved to approve the trees. Director Calhoun seconded. The motion passed: 7-0-0-0.

Discussion and Possible Action Related to Pesticide and Herbicides Use in Common Areas:

Community Manager Bailey displayed signs she had ordered to give the community notification of herbicide use.

Director S. Brown stated he suggested the maintenance crew use cones to indicate where they are spraying. President R. Brown stated the procedure passed dependent on signage. Director Hutson moved to approve the signage as presented. Director S. Brown seconded. The motion passed: 7-0-0-0.

Discussion and Possible Action Related to Meeting Time and Date:

Director Lopez stated she would like the summer meetings to start at 7:00 pm. President R. Brown stated he is not in favor of changing the time. Director Hutson would like to keep the meeting at 6:00 pm. Director S. Brown stated the Bylaws state the meeting time is set and should not be changed back and forth. Director S. Brown asked the members what time they would like the meetings to start. Members present answered indicated they would prefer the meeting remain at 6:00 PM.



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Discussion and possible Action Related to Front Entrance Gate:

Community Manager Bailey stated there has been discussion about keeping the gates closed 24 hours a day, having a guardhouse, and moving the keypad making it accessible from the vehicle. Director Morrison stated if there were a guardhouse, there would be no one patrolling the park. President R. Brown stated there is not enough room for a guardhouse. He has received several calls from residents requesting the gates be closed all the time. Director Calhoun stated keeping the gates closed would cut down on random people driving through the neighborhood. She would like to see the keypad installed on the drivers' side. Director S. Brown stated since we now have stop signs on Jackson Valley Road, it is not a big deal to have the gates closed. He asked if it is possible to lower the deposit fee so that everyone can get a gate remote.

Community Manager Bailey stated the deposit collected is the cost of the remote. President R. Brown tabled this item to next month and asked Community Manager Bailey to get quotes for moving the keypad and getting key cards. Community Manager Bailey stated she is also getting a quote for a keypad for the pool.

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

Community Manager Bailey stated she has only ten more meetings before she retires. She would like the Board to start thinking about how to replace her. Director Hutson asked to be on the committee. Director Morrison asked to be on the committee. President R. Brown stated there needs to be a full job description. Community Manager Bailey suggests forming a committee consisting of two board members, two residents, and a staff member. Committee responsibilities would include, reviewing and updating job description, form a list of expected qualifications, review compensation package, determine advertising, appoint someone to do initial interviews, perform secondary interviews, present selections to the Board for final interviews. Director S. Brown moved to have the President appoint 2 Board members, two residents, and Community Manager Bailey, as the staff member, to a Recruitment Committee. Director Lopez seconded. Motion passed: 7-0-0-0. Recruitment Committee will include Directors Hutson and Morrison, Community Manager Bailey, Christopher Main, and Steve Sanchez.

Discussion and Possible Action Related to Final Rules Update

Community Manager Bailey stated the rules had been noticed and posted. Director S. Brown moved to approve the rule changes for the fishpond. Director Lopez seconded. The motion passed: 7-0-0-0.

Member asked what the rules for firepits were and stated she had not seen the proposed rule changes. Director S. Brown stated the rules have been posted and have been in the newsletters. Director S. Brown explained the fire danger connected with fire pits. Director Calhoun read the Outdoor Heating and Cooking rules. Director Six moved to accept the Outdoor Heating and Cooking rules as written. Director Lopez seconded. The motion passed: 7-0-0-0.

Discussion and Possible Action Related to Children's Safety Committee



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Director S. Brown stated the Board of Directors appointed a Children's Safety Committee to address safety concerns. The committee met three times and planned to meet again. The committee developed a list of concerns as well as possible solutions. Areas of concern are children riding bikes, scooters, skateboards on streets, and around the mailbox area, adults driving too fast, unsupervised children, children not following staff direction, and adults not following rules. Some of the solutions are to educate children on vehicle and water safety, open the basketball court at specific times to bikes, etc., more signage, rumble strips installed at blind intersections, paint crosswalks on intersections on Oak Drive, designate kid's zones, move bike rack away from mailboxes, and establish age limits for using the playground unsupervised. President R. Brown stated there had been many incidents of children playing unsafely and bullying others. Director Hutson asked is there a fine schedule for violators. Director S. Brown stated it would be the same as everything else. Director Morrison asked how it is going to be implemented. Director S. Brown stated during the summer; the Facilities Supervisor will monitor children at the pools and playground areas, as well as staff and management. Residents can make a direct complaint to management regarding unsafe behavior. Director Calhoun stated that keeping the side gate open all the time would keep children and adults from jumping the fence when it is locked. President R. Brown stated this could be added to next month's agenda. Director Calhoun asked if the basketball court being opened from 2:30-3:30 for bike riding, people won't be able to play basketball during that time. President R. Brown stated this needs to be discussed further. Right now, there is no place for kids to ride safely. Director Calhoun asked where are the children suppose to ride. Director Brown stated if they are 11 years or older, they can ride in the streets. If they are under age 11 years, they need supervision. President R. Brown stated children need to learn street rules and safety. Director Calhoun sees the playground as a safe area for children; if children are banned, they will be playing in unsafe areas. Director S. Brown stated this is what the committee came up with during their meetings. It was stated, Child Protection Services does not have age limits for unsupervised children. Member voiced concerns about toddlers in the spa. There is no signage stating the rules. Member has seen teenagers reaching over the fence to open the pool gate. Member stated these rules are not fair. Parents should be able to send a younger child out with older sibling. Rules should be if the child is not responsible enough to play or be outside, they should be fined. President R. Brown stated without rules; there are no grounds to send letters or fines. Member stated parents need to be more responsible. President R. Brown stated adults need to slow down, and children need to be more aware of vehicles. Member stated there a few families that do not respect rules, and they are why these rules need to be in place. Member asked about how the letters and fines will work. Anyone can complain and make false claims. Director S. Brown agreed that it is possible for someone to file a false complaint. Management will have to sort out the details. Director S. Brown stated the rules are not to punish the children but to make the parents more responsible for supervising their children. Director Calhoun stated the main issue is behavior. Maybe add a comment that the rules are about behavior issues. Director S. Brown stated adding the phrase "at the discretion of staff" could be added, also. Member stated that adults driving too fast is a major problem. President R. Brown stated having the main gates closed all the time might help slow drivers. Director Calhoun suggested installing speed tables. They are not as hard on



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vehicles as speed bumps. Drivers have to go slow over them. Director S. Brown stated the general rules state, “any activity or behavior that causes a disturbance, nuisance, or otherwise disrupts the quiet enjoyment of another is prohibited.” There is already a rule that can be enforced, but it doesn’t get the parents involved with supervision. Member stated it seems like it is easier to blame the children, rather than the speeding adult. Member would rather punish the speeding adult. Director S. Brown suggested getting a speed camera to catch the speeders. Community Manager Bailey stated she has researched speed cameras and will put it on next month’s agenda. Director S. Brown asked if the Board is ready to move on this or if it should be brought back next month. President R. Brown stated there should be further discussion. Issues need to be discussed one at a time. Director S. Brown resigned from the committee and asked Director Calhoun to take over the committee. President R. Brown would like to see more input from members. Director Calhoun accepted the position on the committee. Member suggested changing the sign announcing board meetings to include renters. Member asked what is being done about dogs running loose in the park. President R. Brown stated that is a different subject. Director Calhoun asked if June 1, 2019, at 1:00 pm would be good for a committee meeting.

Future Agenda Items: Back-up generator, a keypad for the main gate and open gate to the playground, purchasing electronic speed limit sign with a camera.

Director S. Brown moved to adjourn the Regular meeting. Director Hutson seconded. The motion passed: 7-0-0-0.

Submitted by:

Ann Hutson, Secretary

Date

Executive Session

Tuesday, May 21, 2019, 6:00 PM

Type of Meeting: Executive Session

Discussion and Possible Action Related to Delinquent Account and Violation Letters

Discussion and Possible Action Related to Pending Litigation

Member Request to Meet with The Board Regarding a Payment Plan

Discussion and Possible Action Related to Personal Issues