



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

November 19, 2019

Call to Order:

Meeting was called to order by President R. Brown at 6:02 PM.

Pledge of Allegiance was delivered.

Roll Call of Directors:

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

Approval of Minutes:

Approval of Regular Board of Directors Meeting Minutes of October 15, 2019

Director S. Brown moved to approve meeting minutes of October 15, 2019. Director Morrison seconded. The motion was approved: 5-0-0-2, with Directors Calhoun and Hutson absent and excused.

Approval of Executive Session Minutes of October 15, 2019

Director S. Brown moved to approve Executive Session minutes of October 15, 2019. Director Morrison seconded. The motion was approved: 5-0-0-2, Directors Calhoun and Hutson absent and excused.

Approval of Emergency Board of Directors Meeting Minutes of October 30, 2019

Director S. Brown moved to approve meeting minutes of October 30, 2019. Director Lopez seconded. The motion was approved: 5-0-0-2, Directors Calhoun and Hutson absent and excused.

Approval of Executive Meeting of Board of Directors Minutes of November 8, 2019.

Director S. Brown moved to approve Executive Session minutes of November 8, 2019. Director Morrison seconded. The motion was approved: 5-0-0-2, Directors Calhoun and Hutson absent and excused.

President R. Brown introduced Laurie Triano as the new Community Manager.

Open Forum:

Member stated that last weekend a realtor posted a sign outside the gate with an access code on it. It was very easy to read. Community Manager Bailey stated she has told the realtors to notify the office when open houses are being held and the gates will be open during that time. Member stated that the person who broke into her house has been caught.

Treasurers Report:

The Treasurer's report was delivered by Community Manager Bailey.

As of October 31, 2019: Cash on hand: \$232,193; Total Income: \$110,956; Total Expenses: \$104,224; Net gain for October 2019: \$6730

Maintenance Report:

Director Morrison delivered the Maintenance Report. The new shed is in place. There are still a few things that need to be completed before it can be used. Bids for the recreation area gate have been



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requested. ABC Plumbing will be jetting the sewer lines this week and next. Crew is finishing projects.

Community Manager Report:

Community Manager Bailey delivered the Community Manager's Report.

The office will be closed on November 28th & 29th for the Thanksgiving holiday.

There will be a Meet & Greet on December 6th to introduce the new Community Manager and candidates. Meet & Greet will be from 4:00 pm to 6:00 pm.

The office will be closed on December 25th for the Christmas holiday and January 1st for New Year's Day.

Community Manager Bailey would like the Board to consider making a policy regarding tenants renting RV storage spaces. 1) Tenants must obtain permission from owners prior to renting a space. 2) Owners will be given priority over tenants. President R. Brown stated that there have been a couple of issues with tenants renting spaces. He feels tenants should get permission from landlords and owners should be a priority on waitlist. Director S. Brown stated the owners should rent the space for the tenant as the owner is ultimately responsible for the tenant. Community Manager Bailey stated that is why the tenant should have to get permission from the owner. President R. Brown stated the landlord should have to sign-off. It will have to go through the rule change process. Director S. Brown stated the current rules stated you have to be in good standing to rent a space. Community Manager Bailey stated it doesn't specifically address tenants. Director S. Brown stated he was not aware that we rented to renters. Director Six stated owners or residents should be able to rent a space. Community Manager Bailey stated it would be better if it was spelled out in the rules. Director S. Brown stated he would like to see it in the rules that the property owners should be the renters of the spaces. President R. Brown would like the rules to be clear that the owner is responsible for the tenant renting a space. President R. Brown directed Community Manager Bailey to write the revisions and put it on next month's agenda.

Bradley's job description did not get completed. His job description should be changed to Chief Wastewater Plant Operator/Maintenance and Christopher's should be changed to Maintenance/Wastewater Operator in Training. The new job descriptions will be ready for next month's meeting.

There have been four or five cases of cars hitting the gate. Drivers are claiming the gate hit their car. It is happening when a third car tries to enter after the gate has been opened. By the time the third car is starting to enter, the gate is trying to close. Instead of stopping and letting the gate catch-up, the cars continue through the gate. There are two requests for reimbursement. This will be discussed in Executive Session.

Any and All Ironworks is building a pedestrian gate for the recreation area. The locksmith has provided the lock so the gate can be built around it.

Director Lopez asked about the size of the front pedestrian gate cover. It is smaller than what was there. Community Manager Bailey stated it is the exact size that was ordered. Director Lopez thought it would be bigger.

Community Manager Replacement Committee

President R. Brown stated that a new Community Manager has been hired.



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Wastewater Report:

Community Manager Bailey is working on the application and will have it ready by the next board meeting.

Treated Water Report:

Community Manager Bailey received a De-Certification letter from the California State Water Resources Control Board. We no longer need a water plant operator, but we do need a water distribution operator. Director Lopez asked if we still need to have the permits? Community Manager Bailey stated the permits will not be needed. Testing will still be required.

Social Committee Report:

Community Manager Bailey stated that bingo will be on December 10th. The Social Committee will be providing a ham and is asking everyone to bring a side dish or dessert. There will also be a cookie and ornament exchange. Dinner will start at 6:00 pm. Director Lopez stated the last bingo was very nice with good attendance.

Design Review:

None

Discussion and Possible Action Related to Possible Ballot Items and Other Election Issues

President R. Brown called for nominations from the floor. There were no nominations from the floor. President R. Brown closed the nominations. Director Lopez asked if the candidates were supposed to be here to be introduced. Community Manager Bailey stated Mr. Videl and Mr. Sanchez were not able to be here tonight. The other candidates are on the Board already. Director S. Brown moved to close the nominations. Director Lopez seconded. The motion was approved: 5-0-0-2, with Directors Calhoun and Hutson absent and excused.

Dan Epperson volunteered to be the Election Inspector. He does not live in the Oaks. Director S. Brown moved to appoint Dan Epperson as the Election Inspector. Director Lopez seconded. The motion was approved: 5-0-0-2, with Directors Calhoun and Hutson absent and excused.

President R. Brown asked if there were any additions to the ballot? There were no additional ballot items.

Community Manager Bailey explained a lot of Homeowner's Associations are using incentives to get a quorum of homeowners to return ballots. The envelope with the name and signature could be used as a raffle entry. The prize could be a credit on their bill or a gift card or something similar. Director S. Brown asked if the name is concealed until the ballot envelope is opened. Community Manager Bailey stated that is correct. When the ballots are counted, there are three stacks: return envelopes, verification envelopes, and ballots envelopes. The verification envelopes will be shuffled so no one can associate an envelope with a ballot. Director Lopez suggested the verification envelopes be put into box. Director S. Brown explained how the process would work. Community Manager Bailey stated she would put it in the newsletter. President R. Brown asked what should be raffled? Director Lopez suggested a gift certificate to a local restaurant. President R. Brown suggested a month's homeowner's dues. Director S. Brown stated that would be a little rich and suggested \$100.00. Community Manager asked for approval for \$100.00 and she will get two or



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three prizes. Director S. Brown moved to approve \$163.00 credit for the raffle prize. Director Morrison seconded. The motion was approved: 4-1-0-2, with Director Six voting no and Directors Calhoun and Hutson absent and excused.

Community Manager Bailey asked the election date to be set for December 20, 2019. This date will work with the election inspector. The election laws have been changed, so the election needs to take place as soon as possible to avoid the new laws. Community Manager Bailey explained the new laws. The Annual Membership meeting will still be held in January. Director S. Brown explained there is no way the new 105- or 120-day election period would allow us to have the Annual Membership meeting in January. Director S. Brown moved to set the election date as December 20, 2019. Director Six seconded. The motion was approved: 5-0-0-2, with Directors Calhoun and Hutson absent and excused.

Community Manager placed each candidate's name on a slip of paper and asked different members to pick one to determine ballot order. Candidates will be listed on the ballot as follows: Dean Morrison, Bill Six, Robert Videl, and Steve Sanchez.

Discussion and Possible Action Related Feral Cat Program

President R. Brown stated he has been talking with Amador A-Pal regarding different programs. A-Pal will be coming to The Oaks to talk with residents and to help with the feral cat population. A-Pal recommends waiting until after the first of the year as all the vets are booked right now. No cats will be euthanized unless they are extremely ill. Any cat that is running around outside will be considered feral or abandon.

Discussion and Possible Action Related to Solar Power for Wastewater Plant and Other Areas

Director S. Brown explained he is working with Cal-Solar on solar for the wastewater plant. The base cost is \$149,695, service contract is \$4,000 per year for 20 years. With financing and install the total system comes to just under \$230,000. This system is designed for 59.25 kilowatts. The space required is 15,000 square feet. We would not get any of the credits because we are not residential or government. There are 0% down financing options. There are two options: 1) 20-year and 2) 25-year financing. Director S. Brown presented cost and savings analysis. Savings will increase each year. Director Lopez asked if we could afford the system? Director Brown explained it will be no cost to us. What we are now paying to PG&E, will be paid for the system. Finance payments will be added to our County Tax bill. PG&E will zero out the meter once a year. The contract includes service and twice-yearly cleaning. The system would be installed along the inside of the spray field berm. Director Morrison asked if it will affect the sprinklers? Director S. Brown stated it would as it is on the side. Director Six stated he is against getting a solar system. He has made a lot of money tearing out solar systems when they are about ten years old. At the end of 20 years, you have an old system and you have to start over. Director S. Brown stated this system has a 25-year life span. Yes, it has to be replaced every 25 years. It would have to be added to our reserves. Director Lopez asked about the payments. President R. Brown stated the two payments are not budgeted in. There is no guarantee. What happens if the system goes bad in 10 years? Director S. Brown stated there is a 20-year service contract and the systems is guaranteed for 25 years. President R. Brown is hesitant to commit to a 25-year contract. Director S. Brown stated he is not asking for a decision tonight. If we want to go forward with solar, the figures make sense. Director Lopez stated if we



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are going to invest this much money, she would like a representative from the company to address the Board. President R. Brown tabled this item to the December 2019 meeting.

Future Agenda Items

There were no future agenda items.

Director Lopez moved to adjourn the meeting. Director Six seconded. The motion was approved: 5-0-0-2, with Directors Calhoun and Hutson absent and excused.

Meeting adjourned at 7:10 pm.

Executive Session Tuesday, November 19, 2019, 6:00 PM

Type of Meeting: Executive Session

- Discussion and Possible Action Related to Delinquent Account, Formal Complaints Received, and Violation Letters.
- Discussion and Possible Action Related to Personnel Issues.
- Discussion and Possible Action Related to Pending Litigation