

Solera Oak Valley Greens Association

OPEN SESSION OF THE BOARD OF DIRECTORS

Wednesday December 16, 2009

TIME AND PLACE

The Open Session of the Solera Oak Valley Greens Association was held on Wednesday, December 16, 2009 at 6:30 p.m. in the Oakmont Clubhouse, 1615 Fairway Drive, Beaumont, California.

I. CALL TO ORDER

President George Schrader called the Open Session to order at 6:28 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL / BOARD MEMBER AND STAFF INTRODUCTIONS

Secretary McWilliams called the roll. All Directors were present.

Christine Walczak and Sandra Bess were present representing PCM.

IV. EXECUTIVE SESSION – No Executive Session was held.

V. OPEN SESSION

- Bob Campbell (1650 Woodlands) commented on giving Boyd personnel more authority to enforce speed limits and stop signs, and residents letting delivery trucks in through the back gates.
- John Halliwill (1654 Landmark Way) thanked the Board for the letter he received following the Open Forum on November 21st, but said there were still issues that have not been addressed. Mr. Halliwill commented on: the Board's need to reconsider the exit speed at the Main Gate, the broken spikes at the Old Wood & Fairway gates, the shelves in the library that are sagging under the weight of the books, the street sweeper damaging the asphalt, and expressed the desire to have the computer back in the library.
- Jesse Donardt (996 Ironwood) reported on the "Support our Troops" program.
- Richard Amos (1695 Woodlands) reported a sale of surveillance cameras for the Golf Club gate.

VI. GENERAL MANAGER AND COMMITTEE REPORTS

The following monthly reports were submitted to the Board. Copies of the written reports are attached to these Minutes:

A) GENERAL MANAGER'S REPORT - Christine Walczak

B) AD HOC NEW RESIDENT ORIENTATION COMMITTEE – Vickie Hale for Sue Ann Summers, Chair

C) AD HOC SOLAR ENERGY – No report, **AD HOC WATER CONSERVATION** – No report.

D) COMMON AREA LANDSCAPE ADVISORY COMMITTEES – Richard Crowe, Chair.

E) COMMUNICATION ADVISORY COMMITTEE – Barbara Otte for Tal Campbell, Chair

F) DESIGN REVIEW COMMITTEE – Dave Edgett, Chair

G) FINANCE ADVISORY COMMITTEE – Forrest Watts, Chair

H) NOMINATING COMMITTEE – Don Blunk for Sue Ann Summers, Chair

G) RECREATION ACTIVITIES ADVISORY COMMITTEE – Alice Hermanson, Chair

H) SECURITY REPORT

Post Commander Andre Jesse presented the entry and gate arm statistics for September.

VII. FINANCIAL

Treasurer Nelson concurred with the Finance Advisory Committee's recommendations, and reported on the slow but steady turnover of foreclosed homes in the community.

VIII. PRESIDENT'S REPORT

President Schrader reported on the recent Beaumont City Council meeting. Oak Valley Parkway is scheduled to open on or before December 31, 2009. The Board met with Beaumont Police Department to hear about the community services the department could provide to Solera. An Open Forum will be scheduled after the first of the year and the police and other city departments will be invited to participate.

IX. CONSENT CALENDAR

A motion was made by Secretary McWilliams, seconded by Treasurer Nelson and unanimously carried to approve the following Consent Calendar items:

A. Minutes of the November 18, 2009 Open Session

B. Finance Committee Recommendations

1. Acceptance of November 2009 financial statements.

C. Resolutions:

1. Liens on Solera Properties:

This document is made part of and is attached here to the Minutes of the meeting of the Board of Directors on December 16, 2009.

The following accounts have become delinquent and an "Intent to Lien" letter has been sent in accordance with the Association's collection policy.

The Board of Directors hereby instructs Management to record a lien against the delinquent accounts should the assessments not be paid within the time period established in the Intent to Lien letter:

335G002-8	3350084-4
335G039-3	3351001-6
335G041-8	3351053-6
335S053-3	3355036-9
335S072-5	335S045-8
335S227-9	3356092-3
335S248-8	3358049-1
3350082-7	3358055-8

2. Write Off Bad Debt

WHEREAS, the Finance Advisory Committee concurs with PCM's recommendation to make an entry for possible bad debt losses in the financial statements each quarter, and

WHEREAS, the quarterly allowance will be based upon the current Accounts Receivable Aging amount over ninety (90) days and GL Account 1290, "Other Accounts Receivable", and

WHEREAS, the current year bad debt expense will be posted to GL Account 5005, and

WHEREAS, the Finance Advisory Committee concurs that the amount posted to GL account 5005 for the second quarter of the current Fiscal Year is \$25,563.34,

NOW, THEREFORE, BE IT RESOLVED that the Solera Oak Valley Greens Association Board of Directors hereby authorizes PCM to make an entry in the amount of \$25,563.34 to GL Account 5005 for the end of the second quarter of the current Fiscal Year.

3. Resignation of Wayne Otte from the Design Review Committee

WHEREAS, Wayne Otte was previously appointed by the Board of Directors in accordance with Article V. Section 5.03 of the Covenants, Conditions and Restrictions (CC&Rs), to serve as a member of the Design Review Committee, and

WHEREAS, Mr. Otte tendered his resignation from the Design Review Committee effective December 31, 2009;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors regrettably accepts Mr. Otte's resignation from the Design Review Committee, and wishes to express its sincere appreciation for his dedicated service to the Solera community.

4. Resignation of Barbara Otte from Communications Advisory Committee

WHEREAS, Barbara Otte was previously appointed by the Board of Directors in accordance with Article X, Section 10.02 of the Association's Bylaws to serve as a member of the Communications Advisory Committee, and

WHEREAS, Mrs. Otte tendered her resignation from the Communications Advisory Committee effective December 16, 2009,

NOW, THEREFORE, BE IT RESOLVED that the Solera at Oak Valley Greens Board of Directors regrettably accepts the resignation of Barbara Otte from the Communications Advisory Committee and wishes to express its sincere appreciation for her dedicated service to the Solera community.

X. UNFINISHED BUSINESS

- A. Oakmont Room "Stage" backdrop** – A motion was made by Director Mahoney, seconded by Secretary McWilliams and unanimously carried to approve the expenditure of \$243.00 for Richard Amos to construct the bi-fold backdrops.
- B. RV Pass System** – A motion was made by Secretary McWilliams and seconded by Treasurer Nelson to implement the RV Internet Pass System developed by Dennis Rice. The motion carried by unanimous vote.

XI. NEW BUSINESS

- A. Finance Advisory Committee Quarterly Budget Review presentation** – FAC Chairperson Forrest Watts presented the committee's budget review for the second quarter of the fiscal year.
- B. Approval of 2010 Campaign Guidelines** – Upon a motion made by Secretary McWilliams, seconded by Treasurer Nelson and unanimously carried, the 2010 Board Candidate Guidelines were approved with the following changes:
 - 1. Correct formatting (punctuation and line spacing).
 - 2. Under V., Use of Signs – (b) change wording to read, " A maximum of one sign/stake per candidate will be allowed."
 - 3. Add as 'Item C' to VII, Clubhouse Campaigning: "Candidates may answer questions asked of them by residents while in the Oakmont Clubhouse."

4. On the 2010 Candidacy Form, remove line before signature line, “Your signature below indicates your permission to verify your previous HOA leadership experience as applicable.”

C. Addition of shelves to two bookcases in the Solera Library - A motion was made by Director Mahoney, seconded by Vice President Rader and unanimously carried to approve the proposal from Mapes Campbell Construction, Inc. in the amount of \$625.00 to construct and install two additional bookshelves on each of the bookcase units next to the fireplace in the Solera Library. Funding will be through GL account 5118, Clubhouse.

D. Window coverings for Arts & Crafts Room – A motion was made by Secretary McWilliams, seconded by Treasurer Nelson and unanimously carried to table further consideration of this matter in order to see whether the stage backdrops will provide the desired privacy.

E. Veteran’s Club request for Memorial – A motion was made by Director Mahoney, seconded by Treasurer Nelson and unanimously carried to approve a request from the Solera Veteran’s Club for the club to establish & maintain a memorial to all veterans in front of the Oakmont Clubhouse.

XII. ADJOURNMENT

There being no further business to come before the Board of Directors, and upon a motion made by Director Mahoney, seconded by Secretary McWilliams and unanimously carried, President Schrader adjourned the meeting at 8:00 p.m.

ATTESTED TO:

Judith McWilliams
Secretary

DATE:

MANAGEMENT REPORT

December 16, 2009

DELINQUENCY STATUS

The status of delinquent accounts for November 2009 is as follows:

30 days delinquent	29	\$	6,116.72
45+ days delinquent (pre-lien)	17		8,718.50
75+ days delinquent (lien recorded)	12		19,668.53
105+ days delinquent (legal collection)	16		60,731.95
Violation/late charge/payment plans	6		5,181.96
TOTAL AMOUNT DELINQUENT	80	\$	100,417.66

The Board will be authorizing liens against 16 properties during this Open Session.

CODE COMPLIANCE SUMMARY OF CURRENT CASES

CR-5-5.05 ARTICLE V - SECTION 5.05 - NO APPROVAL FOR CONSTRUCTION / ALTERATION – 2

CR-8-8.01 ARTICLE VIII - SECTION 8.01 - RESTRICTIONS ON RIGHTS OF OCCUPANCY – 3

CR-8-8.02 ARTICLE VIII - SECTION 8.02(d) - IMPROPER MAINTENANCE OF LAWNS & LOTS – 29

CR-8-8.03 ARTICLE VIII - SECTION 8.03 - IMPROPER CARE / MAINTENANCE OF PETS – 6

CR-8-8.07 ARTICLE VIII - SECTION 8.07 - TRASH CANS NOT PROPERLY HANDLED/PLACED – 1

CR-8-8.13 ARTICLE VIII - SECTION 8.13 - VEHICLE IMPROPERLY PARKED OR STORED – 2

GENERAL MISCELLANEOUS ISSUE – 6

NO CC&R OR REGULATION INFORMATION PROVIDED – 1

R&R - pp14 RULES & REGS pp14-15 - LEAKING VEHICLES NOT ALLOWED - NO OIL PANS ETC. – 1

RULES/REGS TRAFFIC-RULES OF THE ROAD STATEMENT#1 - STOP AT STOP SIGNS, ETAL. – 5

RULES/REGS TRAFFIC-RULES OF THE ROAD STATEMENT#2 - OBSERVE SPEED LIMITS – 5

RULES/REGS VEHICLE DECALS & GATE REMOTES - VEHICLES MUST HAVE DECAL DISPLAYED - 2

STREET REPAIRS

Repairs on all of the streets throughout the community are about to begin. The repairs are being done in advance of the slurry seal to mitigate further damage to the asphalt that may be caused by the rains. There is already significant damage to asphalt in some areas where sprinkler runoff has undermined the paving base. The repair slurry seal work will begin in early spring. Again, this is a reserve expense funded through GL account 6085, 'Streets and Drives'.

Respectfully submitted,
Christine Walczak, General Manager

Recreation and Activities Committee Report

December 16, 2009

The RAAC continues to plan and provide events and activities in which residents can participate and enjoy Solera life.

On Saturday, December 5, residents paraded their holiday decorated golf carts throughout Solera. The Dickens Singers presented an outstanding and well received musical presentation before the Christmas tree lights were turned on in the clubhouse living room area.

The Menorah lighting was on Friday, December 11, and was enjoyed by members of the Jewish faith. They took full responsibility for the events of the evening.

Interviews for a new committee member were held today, December 16, and a decision will be given to the Board of Directors in the very near future.

Saturday night, December 19, 88 residents will enjoy a chicken dinner at Knott's Berry Farm and then travel to Huntington Beach and view the Harbor Cruise of Lights.

New Year's Eve still has tickets available for \$70.00 each.

Tickets are sold out for entertainer Perry Lambert on January 9, 2010. A waiting list has been established.

All tickets for the Jersey Girls on January 30 are sold. Names may be added to the wait list.

We will celebrate Valentine's Day in the Oakmont rooms on February 13 at a cost of \$26.00 per person.

Reservations can be made beginning on January 6.

A trip to Santa Anita Race Track will be held on Thursday, February 18, 2010. The cost of \$54.00

Includes transportation and a delicious buffet in the Sunset Vista restaurant. Tickets are currently available for this trip.

Residents will be encouraged to plan for, and participate in, the first Solera Talent Show to be held on Saturday, April 10, 2010.

Details on March and April events and activities will be reported in January.

Respectfully submitted,

Alice Hermanson
RAAC Chairperson

Common Area Landscape Advisory Committee Report

CALAC held its monthly meeting on December 8. Artistic attended the meeting.

Artistic Projects

- Routine Tasks completed-in progress: pre-emergent weed killer in grass and planter areas; fertilized grass; safety pruning over sidewalks and streets; weeds spraying in sidewalk/streets cracks; annual color change; refreshing mulch top-dressing in planters.
- One-time proposals completed for minor changes to plants as follows: 1) Brentwood-Fairway, 2) Westchester-Fairway, 3) Fairway-Forest Oaks, and 4) replaced 3 dying liquidambar adjacent to tennis courts with crepe myrtles.
- One-time project proposed for Board consideration: replace grass and oak trees in Snowberry parkway (between Snowberry gate and Silverleaf) with decorative rock - \$5,400 (proposal # 1300-759-165 attached). Rationale: spray irrigation floods to both sides of sidewalk: street to east and shrub area to west. In latter case soil is rather water-logged and shrubs are dying. Adjustments and rotor sprays can not mitigate the problem. Note that the existing oaks would come out, too. The 30" of parking strip is much too narrow for mature oaks. Liquidambar on Westside of sidewalk are already slated to be removed. Altogether, then, there would be no street trees in this stretch of Snowberry so we will propose new trees. Cost would be \$2,000-\$3,000. Committee feels this situation is unique and does not see expanding to parking strips in other parts of Solera common area. Shrub replacement is yet an additional cost – perhaps \$500 - \$1,000. Grand total: \$8,000. General Manager Christine advises that the Capital Improvement Fund can fund the \$5,400 portion; current year budgeted funds (landscape repairs-new plantings) would cover the remainder. Committee asks for Board consideration and decision for change.

Committee Projects

- The West Greenbelt – Redesign Proposal. Artistic advises that the contract work should be performed in March after risk of winter-kill of new, small plants is past. In the meantime artificial watering of project area will cease given recent rains and winter dormancy. Committee will remind the Board in February to review and decide on obligating funds for remainder of Parcel A project.
- The Committee will discuss the idea of a design contract for redesign of the East Greenbelt and bring a proposal to the Board through the budget cycle for next fiscal year budget. Such a contract would address two fundamental needs: 1) redesign, and 2) water drainage.
- Committee is reviewing a redrafted landscape maintenance contract. We hope to get an RFP out/bids received in time for accurate submission to the budget cycle for next year's budget. The cost of the contract will go up, in part to cover routine projects we have previously been paying through one-time obligations. However, to the extent it increases on this "outside to inside" contract shift, annual landscape repairs-new plantings expenditures would decrease. In the final analysis, however, the cost is still anticipated to increase. With this in mind Committee will be prepared to point out where certain tasks can be eliminated or task frequency reduced to save money and what the down-side implications might be.

Richard Crowe, Chair

Communications Advisory Committee Report

The Solera at Oak Valley Greens *Gazette* was published as scheduled December 1, thanks to editor Melanie Johnson. It also featured an article on the new Online Phone Directory, which the Communications Advisory has been working on for several months. Access to the directory on the website became available December 1 as well, so that residents may add or update their names, addresses and e-mail whenever convenient by signing on to **solerafun.com** and entering their Solera identification number and password.

Updated names in the directory have reached 634 at last count and still climbing. The committee intends to formally ask the board for approval to provide a one-page promotional flyer in the PCM billing notices to further update the directory.

The Committee was saddened to receive the resignation of Barbara Otte at the last meeting December 8 after three years of greatly appreciated service. We expect to nominate Judi Charlick, who has been serving as an alternate and attending Communications Committee meetings since last summer, to replace her.

The Ad Hoc Committee on the Welcome Packet for new residents has completed work on the new information materials which will be ready for distribution late in January. Residents who have come to Solera since November 1 will be contacted for a copy. Other residents wishing to get a Welcome folder may order one at the front desk for \$6.

Website usage hit a plateau in November, according to Webmaster Dennis Rice. We had 5,257 hits in November compared to 5,258 in October, bringing our average number of monthly hits for 2009 to 5,039. There were an average of only 2,627 in 2008.

Only 204 visitor passes were requested online by residents in November, however, up from 102 in October. There were a total of 1927 passes issued by Security for the month, but 1723 were as a result of calls to Security.

Respectfully submitted,

Tal Campbell, Chairman