



# The Oaks Community Association

5607 Jackson Valley Road • Lone, CA 95640-9629

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

gm@theoaksone.com

## **Agenda - Board of Directors – OPEN SESSION**

**Wednesday February 12, 2025 - 6:00 pm**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call of Directors
- D. Reading of Meeting Rules
- E. Open Forum
- F. Results of Executive Meeting
  - a. 2/12/2025 Executive Meeting Hearings and Violations
  - b. 2/12/2025 Executive Meeting
- G. Approval of Minutes:
  - a. 12/11/2024 Executive Meeting
  - b. 12/11/2024 Executive Suspension and Violation Hearings Minutes
  - c. 1/8/2025 Annual Membership Meeting Minutes
  - d. 1/8/2025 Open Meeting Minutes
  - e. 1/27/2025 Special Meeting Minutes
- H. Treasurer's Report
  - a. Discussion & Possible Action – Budget Exception Report
  - b. Acceptance of Financial Statements for January 2025
  - c. Discussion & Possible Action–2023 Reviewed Financial Report
  - d. Discussion & Possible Action–2024 Taxes and Review Engagement Letter
- I. Community Communication
  - a. Solar Update
- J. Design Review
  - a. Lot
- K. Discussion & Possible Action–Donation of Oak Trees for Front
- L. Discussion & Possible Action–Reserve CD's
- M. Discussion & Possible Action–Replacement and disposition of 2010 Ford Ranger
- N. Discussion & Possible Action–Replacement or Repair of Front Entry Gate
- O. Discussion & Possible Action–2025 Financial Review Calendar
- P. Discussion & Possible Action–2025 Client Advantage Renewal -
- Q. Discussion & Possible Action–2025 Committees
- R. Discussion & Possible Action –WGA proposal for quote for Drainage and Spray field.
- S. Discussion & Possible Action –Amazon Locker Hub
- T. Discussion & Possible Action –2025 New Laws Including Electronic Voting
- U. Discussion & Possible Action –Project Update
- V. Discussion & Possible Action- Possible Max Vehicle Size
- W. Discussion & Possible Action- Social Committee Update



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- X. Future Agenda Items: This item is to Provide Board Members an Opportunity to Request Items to be Placed on Future Agendas. Not an action item.  
Adjourn Meeting

**Open Forum Rules:** During the open forum, each attendee may address the board for up to 5 minutes. A director or manager may briefly respond to statements made or questions asked. Speakers must observe rules of decorum and not engage in obscene gestures, shouting, profanity, or other disruptive behavior. If the speaker is in the middle of a sentence when the time is called, he/she may finish their thought before sitting down. The time guidelines ensure that others will have an opportunity to speak. Speakers may not allow their time to others. All persons must follow meeting rules. \*

\*Meeting Rules: As provided in the "Open Meeting Act," members may observe the meeting but do not have the right to participate in the Board's deliberations or votes. Members may address issues during the open forum portion of the meeting. If attendees become disruptive, they may be expelled from the meeting, and the Sheriff called. Recording Meetings: Regular Meetings of the Board of Directors are recorded for record-keeping purposes. The meetings are not a public meeting, and any recording of the meeting must be approved by the board beforehand.

**THE OAKS COMMUNITY ASSOCIATION**  
**JANUARY 2025 STATEMENTS REVIEW**  
**(NOT SAME AS LEDGERS IN Rent Manager)**

	<u>Account #</u>	<u>Total</u>	<u>Same Time Last Year</u>
<b>General Funds:</b>			
PNC Operating Checking Acct (as of 01/31/2025 stmt)	XXXX1262	\$87,381.61	\$25,182.13
PNC Operating Money Mkt Acct (as of 01/31/2025 stmt)	XXXX5812	\$52,780.50	\$22,501.95
PNC Petty Cash Checking Acct (as of 01/31/2025 stmt)	XXXX6825	\$632.70	(\$402.90)
Petty Cash Fund		\$206.60	\$810.71
	<b>Total General Fund :</b>	<b>\$141,001.41</b>	<b>\$48,091.89</b>
<b>Reserve Fund: For Repairs &amp; Replacement of Assets</b>			
PNC Insured Money Mkt- Reserves (as of 12/31/2025 stmt)	XXXX5767	\$166,134.24	\$132,800.71
PNC Brokerage Account- Reserves (as of 12/31/2025 stmt)	XXX-XX6638	\$373,126.55	\$355,846.18
	<b>Total Reserves :</b>	<b>\$539,260.79</b>	<b>\$488,646.89</b>
	47%		
<b>TOTAL OF ALL TOCA FUNDS :</b>		<b>\$680,262.20</b>	<b>\$536,738.78</b>
2025 Unfunded Reserves Months Payable at		<b>\$0.00</b>	\$0.00
	<b>Total Due Rsvs Short Term</b>	<b>\$0.00</b>	\$0.00
2025 FULLY FUNDED RESERVES BALANCE TARGET		\$ 1,137,174.00	\$ 1,137,174.00
RESERVE TARGET (75% of Fully Funded Reserve Target)		\$ 852,880.50	
2025 Scheduled Contributions to Reserves		\$208,429.82	\$ 135,526.05
2025 <b>Unscheduled</b> Amount Due to Reserves		<b>\$0.00</b>	
<b>Unscheduled</b> Amounts Due from prior years		<b>\$105,189.89</b>	\$ 134,724.40
BALANCE DUE FROM OPERATING TO RESERVES		<b>\$ 313,619.71</b>	<b>\$ 470,577.84</b>
Social Committee Cash fund		\$31.05	\$277.65
Bingo Cash Fund		\$295.42	\$325.90
<b>ACCOUNTS RECEIVABLE:</b>			
Debits (Past due accounts)		\$ 40,667.28	\$ 26,568.01
Credits (Credits due Members or prepaid invoices)		(\$13,611.05)	(\$16,355.00)
Allowance for Doubtful accounts		(\$5,400.00)	(\$16,435.81)
<b>Total Accounts Receivable Net Balance:</b>		<b>\$ 21,656.23</b>	<b>\$ (6,222.80)</b>
Prepared by: Susan Cook 2/4/2025			

# Balance Sheet

Property: THE OAKS Community Association  
As of 01/31/25 (accrual basis)

## ASSETS

Bank		
10000 Operating Cash		69,348.81
10801 Physical Petty Cash		206.54
10802 Bingo		295.42
10803 Social Committee		31.05
11150 Operating Cash:Due to Reserves		-477,863.11
12000 Reserves Cash (Total if fully funded)		<u>1,069,655.42</u>
Total Bank		661,674.13
Accounts Receivable		
13000 Accounts Receivable		<u>39,571.85</u>
Total Accounts Receivable		39,571.85
Other Current Asset		
14000 Undeposited Funds		<u>2,688.26</u>
Total Other Current Asset		2,688.26
Other Asset		
21000 Other Assets		<u>5,472.58</u>
Total Other Asset		<u>5,472.58</u>
<b>TOTAL ASSETS</b>		<b><u><u>709,406.82</u></u></b>

## LIABILITIES & EQUITY

### Liabilities

Accounts Payable		
30000 Liabilities		<u>8,046.70</u>
Total Accounts Payable		8,046.70
Other Current Liability		
32010 Unearned Revenue		32,620.24
35250 Reserve Exp Misc		-97,683.06
36000 Payroll Liabilities		-753.04
36100 Payroll Related Liabilities		<u>558.56</u>
Total Other Current Liability		<u>-65,257.30</u>
<b>Total Liabilities</b>		<b>-57,210.60</b>

### Equity

32000 Retained Earnings		-63,891.35
35000 35000 Reserves Equity		823,236.81
AA3090 Net Income		<u>7,271.96</u>
<b>Total Equity</b>		<b><u>766,617.42</u></b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>		<b><u><u>709,406.82</u></u></b>

# Profit & Loss

Property: THE OAKS Community Association  
01/01/25 - 01/31/25 (accrual basis)

	<u>Amount</u>
<b>INCOME</b>	
50000 Income	119,748.59
<b>TOTAL INCOME</b>	<b>119,748.59</b>
<b>EXPENSE</b>	
60000 Operating Expense	56,292.07
61600 Water Distribution System	54.00
61650 Community Improvements	-31.53
62000 Waste Water Treatment Plant	4,662.78
63000 Maintenance Expense	4,616.01
63390 Maintenance Building	380.61
64000 Pool & Spa Expense	2,220.28
65000 Payroll Expense	31,050.82
71000 Administrative Expense	3,359.84
71341 Entrance Light Electricity	11.48
72000 Insurance Expense	2,123.58
72200 Taxes, Licenses, Permits	3,965.93
74000 Other Misc Professional Fees	1,249.60
91000 Reserve Expense	2,521.16
<b>TOTAL EXPENSE</b>	<b>112,476.63</b>
<b>NET INCOME</b>	<b>7,271.96</b>

## NET INCOME SUMMARY

Income	119,748.59
Expense	<u>-112,476.63</u>
<b>NET INCOME</b>	<b><u>7,271.96</u></b>

# Budget Comparison

Property: THE OAKS Community Association

Comparison Periods: 01/01/25 - 01/31/25 and 01/01/25 - 01/31/25 (accrual basis)

	Actual 01/01/25 - 01/31/25	Budget 01/25 - 01/25	\$ Change	% Change	Actual YTD 01/01/25 - 01/31/25	Budget YTD 01/25 - 01/25	\$ Change	% Change
<b>INCOME</b>								
50000 Income	119,748.59	106,961.42	12,787.17	12.0 %	119,748.59	106,961.42	12,787.17	12.0 %
<b>TOTAL INCOME</b>	<b>119,748.59</b>	<b>106,961.42</b>	<b>12,787.17</b>	<b>12.0 %</b>	<b>119,748.59</b>	<b>106,961.42</b>	<b>12,787.17</b>	<b>12.0 %</b>
<b>EXPENSE</b>								
60000 Operating Expense	56,292.07	45,259.58	11,032.49	24.4 %	56,292.07	45,259.58	11,032.49	24.4 %
61600 Water Distribution System	54.00	108.00	-54.00	-50.0 %	54.00	108.00	-54.00	-50.0 %
61650 Community Improvements	-31.53	1,666.68	-1,698.21	-101.9 %	-31.53	1,666.68	-1,698.21	-101.9 %
62000 Waste Water Treatment Plant	4,662.78	3,514.00	1,148.78	32.7 %	4,662.78	3,514.00	1,148.78	32.7 %
63000 Maintenance Expense	4,616.01	3,216.68	1,399.33	43.5 %	4,616.01	3,216.68	1,399.33	43.5 %
63390 Maintenance Building	380.61	462.09	-81.48	-17.6 %	380.61	462.09	-81.48	-17.6 %
64000 Pool & Spa Expense	2,220.28	1,194.35	1,025.93	85.9 %	2,220.28	1,194.35	1,025.93	85.9 %
65000 Payroll Expense	31,050.82	37,664.76	-6,613.94	-17.6 %	31,050.82	37,664.76	-6,613.94	-17.6 %
71000 Administrative Expense	3,359.84	4,116.54	-756.70	-18.4 %	3,359.84	4,116.54	-756.70	-18.4 %
71341 Entrance Light Electricity	11.48	3.59	7.89	219.8 %	11.48	3.59	7.89	219.8 %
72000 Insurance Expense	2,123.58	2,660.65	-537.07	-20.2 %	2,123.58	2,660.65	-537.07	-20.2 %
72200 Taxes, Licenses, Permits	3,965.93	2,690.00	1,275.93	47.4 %	3,965.93	2,690.00	1,275.93	47.4 %
74000 Other Misc Professional Fees	1,249.60	1,183.34	66.26	5.6 %	1,249.60	1,183.34	66.26	5.6 %
91000 Reserve Expense	2,521.16	3,221.16	-700.00	-21.7 %	2,521.16	3,221.16	-700.00	-21.7 %
<b>TOTAL EXPENSE</b>	<b>112,476.63</b>	<b>106,961.42</b>	<b>5,515.21</b>	<b>5.2 %</b>	<b>112,476.63</b>	<b>106,961.42</b>	<b>5,515.21</b>	<b>5.2 %</b>
<b>NET INCOME</b>	<b>7,271.96</b>	<b>0.00</b>	<b>7,271.96</b>		<b>7,271.96</b>	<b>0.00</b>	<b>7,271.96</b>	
<b>NET INCOME SUMMARY</b>								
Income	119,748.59	106,961.42	12,787.17	12.0 %	119,748.59	106,961.42	12,787.17	12.0 %
Expense	-112,476.63	-106,961.42	-5,515.21	5.2 %	-112,476.63	-106,961.42	-5,515.21	5.2 %
Other Income & Expense	0.00	0.00	0.00	0.0 %	0.00	0.00	0.00	0.0 %
<b>NET INCOME</b>	<b>7,271.96</b>	<b>0.00</b>	<b>7,271.96</b>		<b>7,271.96</b>	<b>0.00</b>	<b>7,271.96</b>	