The Oaks Community Association

5607 Jackson Valley Road ● Ione, CA 95640-9629
Phone 209-274-6056 Fax 209-274-6058
gm@theoaksione.com

Agenda - Board of Directors – OPEN SESSION

Wednesday September 11, 2024 - 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. 9/11/2024 Executive Meeting
  b. 9/11/2024 Executive Suspension and Violation Hearings
G. Approval of Minutes:
  a. 8/14/2024 Open Meeting Minutes
H. Treasurer's Report
  a. Discussion & Possible Action – Budget Exception Report
  b. Acceptance of Financial Statements for August 2024
  c. Discussion & Possible Action – 2025 Budget Proposal
  d. Discussion & Possible Action – 2024 Mid-Year Budget Review
I. Solar
  a. Discussion & Possible Action– Solar Update
J. Design Review
  a. Lot 059
  b. Lot 042
K. Discussion & Possible Action– Invoice for Member.
L. Discussion & Possible Action– Painting Overflow/Guest Parking on Oak Drive.
M. Discussion & Possible Action–Lot C, RV Spaces, Solar and Sewer Ponds tour
N. Discussion & Possible Action– Fence quote
  a. Discussion & Possible Action–North Park Behind lot 044/045/043
  b. Discussion & Possible Action–Dog Park- Back and both sides
O. Discussion & Possible Action –Tree purchase for front- replace the Walnut trees
P. Discussion & Possible Action –Remove Oleander in front on Exit side- repair fence – add trees.
Q. Discussion & Possible Action –2024 Collections Policy Update
R. Social Committee Update
  a. Discussion & Possible Action – Use of Megaphone for notification of events.
  b. Discussion & Possible Action –Storage Cabinet for Social Committee
  c. Discussion & Possible Action –Movie Approval & Schedule
S. 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.
T. Adjourn Meeting

The Oaks Community Association
5607 Jackson Valley Road ● Ione, CA 95640-9629
Phone 209-274-6056 Fax 209-274-6058
gm@theoaksione.com

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

AUGUST 2024 STATEMENTS REVIEW
(NOT SAME AS LEDGERS IN Rent Manager)

General Funds:	Account #	Total	Same Time Last Year
PNC Operating Checking Acct (as of 08/31/2024 stmt)	XXXX1262	$30,089.82	$26,388.41
PNC Operating Money Mkt Acct (as of 08/31/2024 stmt)	XXXX5812	$52,034.96	$100,344.62
PNC Petty Cash Checking Acct (as of 08/31/2024 stmt)	XXXX6825	$448.35	$909.63
Staples Credit Card Owed (account closed)		$0.00	$0.00
Petty Cash Fund		$226.30	$96.96
	Total General Fund :	$82,799.43	$127,739.62
Reserve Fund: For Repairs & Replacement of Assets			
PNC Insured Money Mkt- Reserves (as of 08/31/2024 str	XXXX5767	$102,123.09	$215,917.62
PNC Brokerage Account- Reserves (as of 08/31/2024 stm	XXX-XX6638	$367,124.83	
PNC Insured Deposit Acct- Reserves (account closed)	XXXX4997	Closed	
PNC Reserves CD- Reserves (account closed)		Closed	$137,792.09
	Total Reserves :	***$469,247.92***	$353,709.71
	TOTAL OF ALL TOCA FUNDS :	***$552,047.35***	$481,449.33
2024 Unfunded Reserves Months Payable at		$0.00	$0.00
	Total Due Rsvs Short Term	***$0.00***	$0.00
2024 FULLY FUNDED RESERVES BALANCE TARGET		$ 1,137,174.00	$ 854,603.00
RESERVE TARGET (75% of Fully Funded Reserve Target)		$ 852,880.50	
2024 Scheduled Contributions to Reserves		$61,601.70	
2024 Unscheduled Amount Due to Reserves		$0.00	
Unscheduled Amounts Due from prior years		$322,030.88	
BALANCE DUE FROM OPERATING TO RESERVES	45%	$ 383,632.58	$ 373,153.67
Social Committee Cash fund		$365.77	$412.18
Bingo Cash Fund		$464.14	$262.61
ACCOUNTS RECEIVABLE:			
Debits (Past due accounts)		$ 45,216.74	$ 46,072.42
Credits (Credits due Members or prepaid invoices)		($12,296.70)	($10,090.11)
Allowance for Doubtful accounts		($16,435.81)	($5,305.98)
	Total Accounts Receivable Net Balance:	**$ 16,484.23**	$ 30,676.33

Prepared by: Susan Cook 9/3/2024

Balance Sheet

Property: THE OAKS Community Association

As of 08/31/24 (accrual basis)

ASSETS	
Bank	
10000 Operating Cash	68,576.88
10801 Physical Petty Cash	226.24
10802 Bingo	464.14
10803 Social Committee	365.77
11150 Operating Cash:Due to Reserves	-544,684.15
12000 Reserves Cash (Total if fully funded)	990,196.99
Total Bank	515,145.87
Accounts Receivable	
13000 Accounts Receivable	37,393.70
Total Accounts Receivable	37,393.70
Other Current Asset	
14000 Undeposited Funds	-4,749.27
AA1298 Clearing Account	700.00
Total Other Current Asset	-4,049.27
Other Asset	
21000 Other Assets	5,472.58
Total Other Asset	5,472.58
TOTAL ASSETS	**553,962.88**
LIABILITIES & EQUITY	
Liabilities	
Accounts Payable	
30000 Liabilities	89,513.92
Total Accounts Payable	89,513.92
Credit Card	
31020 Staples Business Credit Card 3475	693.08
Total Credit Card	693.08
Other Current Liability	
32010 Unearned Revenue	33,703.52
35250 Reserve Exp Misc	-94,289.66
36000 Payroll Liabilities	-213.27
36100 Payroll Related Liabilities	-842.79
Total Other Current Liability	-61,642.20
Total Liabilities	28,564.80
Equity	
32000 Retained Earnings	-192,922.72
35000 35000 Reserves Equity	709,412.68
AA3090 Net Income	8,908.12
Total Equity	525,398.08
TOTAL LIABILITIES & EQUITY	**553,962.88**

Profit & Loss

Property: THE OAKS Community Association

08/01/24 - 08/31/24 (accrual basis)

	Amount
INCOME	
50000 Income	161,177.68
TOTAL INCOME	**161,177.68**
EXPENSE	
60000 Operating Expense	89,740.57
62000 Waste Water Treatment Plant	4,329.84
63000 Maintenance Expense	2,210.62
63390 Maintenance Building	338.18
64000 Pool & Spa Expense	1,100.05
65000 Payroll Expense	33,844.22
71000 Administrative Expense	5,234.68
71341 Entrance Light Electricity	11.32
72000 Insurance Expense	3,021.73
72200 Taxes, Licenses, Permits	-1,614.00
74000 Other Misc Professional Fees	1,623.35
91000 Reserve Expense	12,320.34
TOTAL EXPENSE	**152,160.90**
NET INCOME	**9,016.78**

NET INCOME SUMMARY

Income	161,177.68
Expense	-152,160.90
NET INCOME	**9,016.78**

Budget Comparison

Property: THE OAKS Community Association

Comparison Periods: 08/01/24 - 08/31/24 and 01/01/24 - 08/31/24 (accrual basis)

	Actual 08/01/24 - 08/31/24	Budget 08/24 - 08/24	$ Change	% Change	Actual YTD 01/01/24 - 08/31/24	Budget YTD 01/24 - 08/24	$ Change	% Change
INCOME								
50000 Income	161,177.68	144,166.71	17,010.97	11.8 %	969,040.84	982,333.68	-13,292.84	-1.4 %
TOTAL INCOME	**161,177.68**	**144,166.71**	**17,010.97**	**11.8 %**	**969,040.84**	**982,333.68**	**-13,292.84**	**-1.4 %**
EXPENSE								
60000 Operating Expense	89,740.57	78,685.00	11,055.57	14.1 %	505,792.90	441,885.00	63,907.90	14.5 %
61000 Water Treatment Plant (to be maint b	0.00	0.00	0.00		-319.15	0.00	-319.15	
61600 Water Distribution System	0.00	225.00	-225.00	-100.0 %	590.00	1,790.00	-1,200.00	-67.0 %
61650 Community Improvements	0.00	1,591.66	-1,591.66	-100.0 %	12,802.38	17,983.35	-5,180.97	-28.8 %
62000 Waste Water Treatment Plant	4,329.84	2,950.00	1,379.84	46.8 %	31,005.81	29,700.00	1,305.81	4.4 %
63000 Maintenance Expense	2,210.62	3,125.00	-914.38	-29.3 %	21,904.60	23,400.00	-1,495.40	-6.4 %
63390 Maintenance Building	338.18	716.67	-378.49	-52.8 %	5,667.70	4,933.36	734.34	14.9 %
64000 Pool & Spa Expense	1,100.05	2,370.00	-1,269.95	-53.6 %	16,994.58	23,610.00	-6,615.42	-28.0 %
65000 Payroll Expense	33,844.22	35,235.80	-1,391.58	-3.9 %	200,503.92	218,920.60	-18,416.68	-8.4 %
71000 Administrative Expense	5,234.68	3,462.46	1,772.22	51.2 %	34,175.94	32,765.59	1,410.35	4.3 %
71341 Entrance Light Electricity	11.32	14.50	-3.18	-21.9 %	92.49	108.50	-16.01	-14.8 %
72000 Insurance Expense	3,021.73	2,931.29	90.44	3.1 %	17,206.24	20,750.32	-3,544.08	-17.1 %
72200 Taxes, Licenses, Permits	-1,614.00	0.00	-1,614.00		6,941.24	1,620.00	5,321.24	328.5 %
74000 Other Misc Professional Fees	1,623.35	369.00	1,254.35	339.9 %	8,211.14	9,110.62	-899.48	-9.9 %
91000 Reserve Expense	12,320.34	10,713.34	1,607.00	15.0 %	98,562.93	150,679.39	-52,116.46	-34.6 %
92000 Accrual for Ops & Resv Excess	0.00	0.00	0.00		0.00	166.65	-166.65	-100.0 %
TOTAL EXPENSE	**152,160.90**	**142,389.72**	**9,771.18**	**6.9 %**	**960,132.72**	**977,423.38**	**-17,290.66**	**-1.8 %**
NET INCOME	**9,016.78**	**1,776.99**	**7,239.79**	**407.4 %**	**8,908.12**	**4,910.30**	**3,997.82**	**81.4 %**
NET INCOME SUMMARY								
Income	161,177.68	144,166.71	17,010.97	11.8 %	969,040.84	982,333.68	-13,292.84	-1.4 %
Expense	-152,160.90	-142,389.72	-9,771.18	6.9 %	-960,132.72	-977,423.38	17,290.66	1.8 %
Other Income & Expense	0.00	0.00	0.00		0.00	0.00	0.00	
NET INCOME	**9,016.78**	**1,776.99**	**7,239.79**	**407.4 %**	**8,908.12**	**4,910.30**	**3,997.82**	**81.4 %**

2025 BUDGET PROPOSAL

Property: THE OAKS Community Association

Presented to the 2025 Budget Committee 7/20/2024

	2024 Actual to June + Budget to Dec.	2024 Budget	2025 TOTAL	% Change	Comments
INCOME					
50000 Income					
51000 Total Income:Assessments	**564,525.00**	**564,300.00**	**589,380.00**	**4%**	
52000 Total Income:Utilities Income	**903,800.70**	**936,475.56**	**624,716.00**	**-31%**	
53000 Total Income:Other Income	**38,439.83**	**36,624.96**	**27,987.00**	**-27%**	
50000 Total Income	**1,506,765.53**	**1,537,400.52**	**1,242,083.00**	**-18%**	
TOTAL INCOME	**1,506,765.53**	**1,537,400.52**	**1,242,083.00**	**-18%**	
EXPENSE					
60000 Total Operating Expense	**711,397.62**	**687,525.00**	**485,225.00**	**-32%**	
62000 Total Waste Water Treatment Plant	**38,694.26**	**42,967.00**	**25,110.00**	**-35%**	
63000 Total Maintenance Expense	**33,772.15**	**35,600.00**	**38,600.00**	**14%**	
63390 Total Maintenance Building	**7,888.32**	**7,275.00**	**5,545.00**	**-30%**	
64000 Total Pool & Spa Expense	**27,576.56**	**33,790.00**	**19,280.00**	**-30%**	
65000 Total Payroll Expense	**293,874.92**	**322,894.07**	**257,084.00**	**-13%**	
71000 Total Administrative Expense	**45,588.56**	**49,426.86**	**43,583.00**	**-4%**	
71341 Entrance Light Electricity	**142.24**	**166.50**	**43.00**	**-70%**	**Solar**
72000 Insurance Expense					
72200 Total Taxes, Licenses, Permits	**6,681.24**	**1,836.00**	**7,736.00**	**16%**	
74000 Total Other Misc Professional Fees	**13,377.24**	**15,899.92**	**17,200.00**	**29%**	
80010 Bad Debt Expense	**5,400.00**	**5,400.00**	**5,400.00**	**0%**	Same as 2024 Budget
91000 Total Reserve Expense	**211,139.54**	**264,863.00**	**288,058.00**	**11%**	
92000 Accrual for Ops & Resv Excess	13,925.05	8,291.70		0%	
TOTAL EXPENSE	**1,439,337.88**	**1,509,300.53**	**1,222,083.00**	**-15%**	
NET INCOME	67,427.65	28,099.99	20,000.00		2024 actual excess is in reserves under budget on projects not yet completed but budgeted in prior months.