

OAKMONT VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING – OPEN MEETING
Tuesday April 16, 2019 – 1:00 p.m.
Berger Auditorium, 6633 Oakmont Drive, Santa Rosa CA 95409

Agenda

1. **CALL TO ORDER/DETERMINATION OF A QUORUM**
2. **ADOPT MEETING AGENDA**
3. **TIME KEEPER – Rich Laden / TASK MASTER – Cathy Dougherty**
4. **CONSENT CALENDAR**
 - A. Approval of the March 19, 2019 Board Meeting Minutes Pages 1-4
 - B. Approval of the April 1, 2019 Annual Meeting Minutes Pages 5-7
 - C. Approval of the April 1, 2019 Organizational Meeting Minutes Pages 8-10
 - D. Sonoma County Organ/Keyboard Club (GM) Pages 11-20
5. **PRESIDENTS REPORT**
6. **SECRETARY’S EXECUTIVE MEETING SUMMARY (HK)**
7. **OTHER REPORTS**
 - A. Treasurers Report (ES) Pages 21-41
 - Approval of the March 31, 2019 Operating and Reserve Account Financial Statements Pursuant to Civil Codes 5500 and 5501
 - B. Management Report (GM)
 - C. Committee Reports (Committee Chairs)
8. **OPEN FORUM**
9. **UNFINISHED BUSINESS**
 - A. Dog Park and Nuisance Pet Policy (GM) Pages 42-47
 - B. Assembly and Non-Solicitation Policy (GM) Pages 48-59
10. **NEW BUSINESS**
 - A. CAC Pool Resurface Proposal (GM&FM) Pages 60-64
 - B. CAC Saline System Upgrade (GM&FM) Pages 65-68

C. Berger Center AV Equipment Proposal (GM)	Pages 69-74
D. CETC Quarterly Committee Reports (GM)	Page 75
E. Meadowgreen 2 – Annadel Access (GM)	Pages 76-77
F. Satellite Phone Purchase (SS)	Page 78
G. Financial Policies (ES)	Page 79
1. Asset Capitalization and Replacement Fund	Pages 80-81
2. Capital Improvement Fund Policy	Pages 82-83
3. OVA AP Procedures	Pages 84-85

11. REVIEW
 Items for Board review: Member correspondence; Committee Minutes; Other Pages 86-107

12. NEXT MEETINGS
 A. The Next Board Workshop Meeting is Tuesday May 7, 2019 at 1:00 PM in the Berger Building
 B. The Next Board Meeting is Tuesday May 21, 2019 at 1:00 PM in the Berger Building

13. ADJOURNMENT

BOARD OF DIRECTORS MEETING – OPEN MEETING
Tuesday March 19, 2019 – 1:00 p.m.
Berger Auditorium, 6633 Oakmont Drive, Santa Rosa CA 95409

MINUTES

I. CALL TO ORDER/DETERMINATION OF A QUORUM

Vice President Kendrick called the meeting to order at 1:04 PM noting a quorum of six (6) Directors present.

Tom Kendrick announced that President Steve Spanier is out of town and Treasurer Elke Strunka broke her foot and is unable to attend today's meeting. He also announced that items 10.D. and 10.E. are removed from today's Agenda and deferred to a later meeting.

DIRECTORS PRESENT:

Tom Kendrick, Vice President
Marianne Neufeld, Secretary
Carolyn Bettencourt, Director
Al Medeiros, Director
Heidi Klyn, Director
Noel Lyons, Director

DIRECTORS ABSENT:

Steve Spanier, President

OTHERS PRESENT:

Kevin Hubred, GM
Rick Laden, Timekeeper
Cathy Dougherty, EAA and,
Approximately 46 members

II. ADOPT MEETING AGENDA

A motion was made, seconded and unanimously approved.

RESOLVE: To adopt today's meeting Agenda as amended, removing items 10D and 10E from the agenda.

III. TIME KEEPER – Rich Laden / TASK MASTER – Cathy Dougherty

Vice President Kendrick acknowledged Rich Laden as time keeper and Cathy Dougherty as task master.

IV. CONSENT CALENDAR

A. Approval of the February 19, 2019 Board Meeting Minutes

B. Approval of the March 5, 2019 Board and Workshop Meeting Minutes

- C. Approval of the Oakmont AV Coordinators Club
- D. Finance Committee Appointment
- E. NODA (5) Approval
- F. ASA Committee Charter Approval
- G. Soroptimist Affiliated Group Approval

A motion was made, seconded and unanimously approved.

RESOLVE: To accept the consent calendar as presented.

V. VICE RESIDENT’S REPORT

Vice President Kendrick announced this is the last meeting of the present OVA Board of Directors. He thanked Steve Spanier for his leadership of the Board and his gratitude to all Board members. He said the Board has done a reasonable job and used that philosophy dealing with all new members. He announced OVA changed law firms to Adams Stirling, which is the only specialized firm of its size and it’s less expensive than other firms. He announced there are new Shuffleboard Courts at the Central Facility. He reminded all members to vote, send their ballots to reach the Inspector of Elections before the end of March 2019. Members can bring their signed and sealed ballots to the Annual Meeting April 1, 2019 at 9:00 AM in the Berger Auditorium. Ballot counting will follow the April 1, 2019 Annual Meeting in the Berger at 10 AM. The election results and the new Board’s Organizational meeting will follow the Ballot counting in the Berger at 3:00 PM April 1, 2019.

VI. SECRETARY’S EXECUTIVE MEETING SUMMARY

Secretary Marianne Neufeld announced the following Board actions/discussion items in today’s Executive Session:

- A. The Board approved an amended City Bus Contract; and
- B. Approved an amended Contract for OVA’s Fitness Center Trainer; and
- C. Discussed two legal matters.

VII. OTHER REPORTS

- A. Vice President Kendrick discussed OVA’s February 2019 Financial Summary Report.

A motion was made, seconded and unanimously approved.

RESOLVE: To accept OVA’s February 28, 2019 Operating and Reserve Account Financial Statements Pursuant to Civil Codes 5500 and 5501.

- B. Management Report. Kevin Hubred, GM reported on the following topics: ERC Parking lot closure; ERC renovation; CalFire Grant Update. He thanked key Grant Team Members for their support: Ron Manning, David Dearden, Ruthie Snyder, Jim Ouimette, Stephen Bishop and Christel Antone.

In his Spotlight Report, GM Hubred described the recent Davis-Stirling revisions to Civil Codes 5500 and 5501, which effect how the HOA reviews financial statements.

C. Committee Reports

- 1. Oakmont Dog Park Project Update – Committee Co-Chair Dick Ayres summarized status of City permit process; measured hillside slope, stakes for boundaries and entry gate; survey, bids for access deck; contractor for deck & submit docs to City; the Committee thanks Iris Harrell for her help; costs to date \$3.5k for survey; project

- schedule is fluid through the City permit process.
2. BCC Report – BCC Chair Iris Harrell announced the Grand Opening of the ERC is now May 1, 2019. There will be a ribbon cutting at 3:30 PM. The pool needs to run for 3 weeks before useable to insure the saline system is working properly. Tennis and Pickleball court access is limited due to ERC parking lot closure during the water main installation and inspection. AV testing was very positive.
 3. Ad Hoc Oakmont Golf Club Committee – Vice President Kendrick explained the Committee is an amalgam of members of the OVA Board, OCDC and the LRPC. It meets monthly, the last meeting was February 2019. The following topics were discussed: OGC members passed the special assessment; OGC Valley Resident Program is still available for any contributions; potential uses of the golf course property; in a couple weeks the OGC will distribute information about the sale of the golf courses; OVA will monitor that aspect.

VIII. OPEN FORUM

Vice President Kendrick announced the Open Forum and asked members to speak for up to three (3) minutes.

IX. UNFINISHED BUSINESS - None

X. NEW BUSINESS

A. Suite B Lease Continuation

A motion was made, seconded and unanimously approved.

RESOLVE: The Board authorizes permanently leasing suite B for \$1,500 per month plus utilities, until such a time that it is no longer needed.

B. Committee Q2 Goals

A motion was made, seconded and unanimously approved.

RESOLVE: The Board accepts Committee Q2 Goals with modified suggestions, if any, to be effective April 1, 2019.

C. Facility Use Agreement Revision

A motion was made, seconded and unanimously approved.

RESOLVE: That the Board approves obtaining a legal opinion regarding facility use with the intent of revising the Facility Use Agreement to accommodate the Oakmont Members, Residents and their invited guests and reducing liability to the Association.

D. Sunday Symposium Request – Item removed from the Agenda to consider at a later meeting.

E. Central Area Planning – Item removed from the Agenda to consider at a later meeting.

F. CETC Emergency OGC Meeting

A motion was made, seconded and unanimously approved as amended.

RESOLVE: That the Board host an OGC Town Hall Meeting at the Berger Center prior to April 1st (if possible) to review the options and their impacts, and to gather ideas and input from

homeowners.

G. Financial Presentation

A motion was made, seconded and unanimously approved.

RESOLVE: The Board will create and provide, at the earliest possible board meeting, a professional presentation on financial topics and an article that will run in the Oakmont News. The presentation and article will be written/delivered respectfully and in layman’s terms and will separate myths from reality/facts. Topics to be covered include background information, with projected cost of ongoing maintenance, future capital plans and likely effect on dues, assessments and fiscal planning.

H. Credit Card resolution

A motion was made, seconded and unanimously approved.

RESOLVE: The Association will purchase a credit card machine that will allow members to use their credit cards to pay for facility access cards and other miscellaneous fees.

XI. REVIEW

Items for Board review: Member Correspondence; Committee Minutes; Other

XII. NEXT MEETINGS

- A. The OVA Annual Membership meeting is Monday April 1, 2019 at 9:00 AM in the Berger Building. Tabulation of Ballots begins at approximately 10:00 AM.
- B. The Board Organizational Meeting is Monday, April 1, 2019 at 3:00 PM in the Berger Building.
- C. The next Board Workshop Meeting is Tuesday, May 7, 2019 at 1:00 PM in the Berger Building - LRPC Report to the Board and Community.
- D. The next Regular Board Meeting is scheduled for April 16, 2019 at 1:00 PM in the Berger Building.

XIII. ADJOURNMENT

A motion was made, seconded and unanimously approved.

RESOLVE: To adjourn the meeting at **2:01** PM.

ATTEST

I certify that the forgoing is a true and correct copy of the Minutes as approved by the Board of Directors.

Heidi Klyn, Secretary

Dated

FIFTY-THIRD ANNUAL MEETING OF THE MEMBERS

APRIL 1, 2019 – 9:00 AM
BERGER AUDITORIUM - 6633 OAKMONT DRIVE

MINUTES

The Fifty-Third Annual Members Meeting of the Oakmont Village Association was held April 1, 2019, in the Berger Auditorium, 6633 Oakmont Drive, Santa Rosa, California. President Steve Spanier welcomed approximately 125 members in attendance.

1. CALL TO ORDER

President Spanier called the Fifty-Third Annual Members Meeting to order at 9:05AM. He asked for a motion to adopt the meeting Agenda.

A motion was made, seconded unanimously approved.

RESOLVED: That the Board adopt the meeting Agenda.

2. DETERMINATION OF A QUORUM

President Spanier announced he will preside over today's meeting and requested confirmation of a quorum from OVA's 2019 Inspector of Elections (IOE) Bill Erlanger, who confirmed that the required quorum of 802 (25%) validated ballots have been received. IOE Erlanger announced that a total of 1,446 ballots have been validated.

3. UNFINISHED BUSINESS

- a. Candidate Introductions - President Spanier asked that the slate of five 2019 Board candidates stand when their names were called: Carolyn Bettencourt, Heidi Klyn, Al Medeiros, Steve Huntley and Noel Lyons.
- b. President Spanier called for a motion for nominations from the floor. He noted there were no nominations from the floor.
- c. President Spanier called for a motion to Close the Nominations. A motion was made, seconded and unanimously approved to close the 2019 Board Nominations.
- d. President Spanier called for a motion to Close Balloting. A motion was made, seconded and unanimously approved to close the 2019 Balloting.

5. NEW BUSINESS

- a. State of the Association – President Spanier thanked the Board and Treasurer, saying he was proud to work with this past year. He said the Board cares deeply about OVA. He thanked Committee members, the General Manager and the OVA staff. He acknowledged they handled day-to-day operations professionally and pleasantly. President Spanier thanked the members for their constructive comments and the Board will continue the improvement process. He thanked his wife for her support. He described the Board’s achievements and that progress has been made toward achieving their goals through the next term.
- b. President Spanier announced members can speak in **OPEN FORUM** for three minutes. No one responded. President Spanier announced **OPEN FORUM** is closed.
- c. Community Service Award Recognition – President Spanier asked Member Bob Chapman to address the members about the recipient for this award. Bob announced that the Oakmont Community Foundation (OCF) received Board approval to rename the Award in memory of Susan C Millar who was an invaluable community volunteer for many years. The Award was approved by the Board and shall be called the Susan C Millar Commemorative Volunteer of the Year Award. The OCF unanimously approved a \$1,000 grant to each year’s recipient, who will be asked to choose a grant recipient from among OVA’s many groups, clubs, and organizations. He announced 2019’s Volunteer of the Year is Elke Strunka, who has volunteered countless hours as OVA’s Treasurer and served as OVA’s Finance Committee Chair for several years.
- d. Community Service Volunteer of the Year Recognition. This year the Board recognize two members to receive separate awards. Director Al Medeiros described the extraordinary achievements of the first recipient, George McKinney. Director Medeiros presented George with his award.

Secretary Marianne Neufeld described the second recipient’s years of Oakmont community service beginning in 2003 with volunteer tax preparation and spearheading the highly acclaimed Citizens Organized Prepared for Emergencies (COPE). Secretary Neufeld presented Sue Hattendorf with her award.

6. **TABULATION OF VOTES** – President Spanier announced ballot counting will begin at 10:00 AM in the Berger Auditorium following today’s Member’s meeting. Members are invited to observe, without comment during the ballot counting. He acknowledged member Nancy Caldwell for her annual support rounding up the needing ballot counting volunteers.

7. **ADJOURNMENT** – President Spanier announced the 2019 Annual Members Meeting is recessed at 9:49 AM until the tabulation of ballots is finished, at which time the meeting will adjourn. The tabulation results will be presented to the members at the Organizational Meeting scheduled for 3:00 pm when the newly elected Board will appoint officers and transact other business as duly noticed.

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the Minutes approved by the Board of Directors.

Heidi Klyn, Secretary

Date

DRAFT

ORGANIZATIONAL MEETING MINUTES

Monday April 1, 2019 – 3:00 PM

Berger Auditorium

6633 Oakmont Drive, Santa Rosa CA 95409

Open Meeting – Members Welcome

I. CALL TO ORDER/DETERMINATION OF A QUORUM

President Spanier called the meeting to order at **3:00 PM** noting a quorum of Seven (7)
Directors present:

DIRECTORS PRESENT:

Steve Spanier, President
Tom Kendrick, Vice President
Marianne Neufeld, Secretary
Carolyn Bettencourt, Director
Al Medeiros, Director
Heidi Klyn, Director
Noel Lyons, Director

OTHERS PRESENT:

Kevin Hubred, GM
Cathy Dougherty, EAA and,
Approximately 36 members

II. ADOPT MEETING AGENDA - President Spanier called for a motion to adopt the meeting Agenda.

A motion was made, seconded and unanimously approved.

RESOLVED: That the Board adopt today's meeting Agenda.

III. ANNOUNCEMENTS AND PRESIDENTS REPORT

A. Election Results – President Spanier read the IOE certified ballot counting results. A total of 1,446 verified ballots were counted with the following ballots received as noted: Al Medeiros 1,171; Heidi Klyn 1,165; Noel Lyons 1,143; Carolyn Bettencourt 953; and, Steve Huntley 831. Spanier thanked Steve Huntley for running for election to the Board this year and hopes he will continue with his community service.

B. Seating of the New Board Members – President Spanier asked each re-elected director to speak to the members. Heidi Klyn, Noel Lyons, Al Medeiros and Carolyn Bettencourt made individual comments about their experiences the past year, their interest is serving the community another year and their appreciation for members votes.

President Spanier said the Board's focus in on governance – figure out what to do; work hard to do it; educate the members about all the how's and whys of Board actions.

Vice President Kendrick thanked and members who voted in this year's election.

IV. APPOINTMENT OF OFFICERS

A. President Spanier asked for a motion to nominate 2019 Board Offices.

A motion was made, seconded and unanimously approved.

RESOLVED: To nominate Steve Spanier as Board President.

A motion was made, seconded and unanimously approved.

RESOLVED: To nominate Tom Kendrick Vice President of the Board.

A motion was made, seconded and unanimously approved.

RESOLVED: To nominate Heidi Klyn Secretary of the Board.

A motion was made, seconded and unanimously approved.

RESOLVED: To nominate Elke Strunka Treasurer as a non-voting Board member.

V. OPEN FORUM Two (2) members addressed the Board: Wally Schilpp and Wayne Van Bockern. Each complimented the Board for unifying the community and being the best Board since he moved to Oakmont.

VI. NEW BUSINESS

A. Organizational Meeting – President Spanier announced he will speak with each Director about liaison positions and recommends the Board continued the present standing and ad hoc committee as is until the May 2019 Regular meeting.

A motion was made seconded and unanimously approved.

RESOLVED: That all present Standing and Ad Hoc Committees continue until further notice.

VII. NEXT MEETING

President Spanier announced the next Regular Board meeting is April 16, 2019 at 1:00 PM in the Berger Auditorium.

VIII. ADJOURNMENT

A motion was made, seconded and unanimously approved.

RESOLVED: That the Board adjourn the meeting at **3:23 PM**

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the Minutes approved by the Board of Directors.

Heidi Klyn, Secretary

Date

Sonoma County Organ & Keyboard Club Resolution

April 16, 2019

Person Submitting: Kevin Hubred, General Manager

Date Submitted: April 11, 2019

Resolution Content:

Whereas, members of the Oakmont Village Association have requested formal approval to becoming a recognized group at OVA, the Sonoma County Organ & Keyboard Club, to use the OVA facilities for their events, and

Whereas, the Organ and Keyboard group would be “affiliated” with the Sonoma County Club with the same name and would be subject to their bylaws, be it resolved:

The Board approves the application for the Sonoma County Organ and Keyboard Club as an official OVA affiliated group.

Fiscal Impact: Indeterminate

Documents Attached: Recognized Group Application; bylaws of the Sonoma County Organ & Keyboard Club; and, OVA Recognized Group Criteria

Oakmont Village Association
Application for Recognition by OVA
for
Oakmont-Based Organizations

Date 3/29/19 Instructions: Attach extra pages of explanation as necessary.

Name of Organization Sonoma County Organ/Keyboard Club

Contact (Name, address, phone): Arman Shwarzur
408 Oak Brook Place 415-203-5131 mobile

Purpose of Organization See attachment

Membership Eligibility Criteria Love of music

Percentage of your members who are Oakmonters¹ 90% 10% non Oakmonters

Do you maintain a bank account for this group? If yes, please provide the
Tax ID Number 52-2348138

Incorporated? If yes, please provide a copy of the Articles of Incorporation.

Do you have Bylaws? If yes, please provide a copy.

Name & Title Vice President
Junda Program Chairperson Signature Junda McKenzie
546-1678

Office Use Only:

RC__ RB__ RNB__ RA__ ; per Board action on _____

NQ__ : Use OK__ Use denied__

NOTE: Facility space is subject to availability.

¹ Defined as 100% OVA members and/or Oakmont residents

BY-LAWS OF THE SONOMA COUNTY ORGAN/KEYBOARD CLUB
As amended Nov. 16th 1999 by Membership & June 6, 2000 by Board.

ARTICLE I. NAME, OBJECT AND SCOPE.

Section 1. The name of the Organization shall be the SONOMA COUNTY ORGAN/KEYBOARD CLUB, hereinafter referred to in these bylaws as "The Club". The term "BOARD" occurring in these bylaws refers to the Club's BOARD OF DIRECTORS and OFFICERS. The term "ORGANIZATION" occurring in these bylaws refers to the Board and The Club.

Section 2. Objective: The Club is a non-profit organization duly formed to provide its members with a social club for the enjoyment of organ music, advancement, furthering support, encouragement of musical education and opportunity to associate with others interested in organ music.

ARTICLE II. MEMBERSHIP.

Section 1. Any persons interested in organs and music are eligible for membership in this organization upon payment of dues as hereinafter provided.

Section 2. Classes of Members: The Club shall have four (4) classes of membership as follows:

A. Single Member. Any person over the age of 18.

B. Family Membership. Membership can include husband and wife or two persons residing in the same household with different names, or a husband and wife living in separate households. Family membership may include two or more members of the same household, such as sisters, brothers, parents, etc.

C. Sustaining Member. A person or organization interested in the Club and helping in its activities, but not qualified for active voting membership.

D. Honorary Member. A person recognized by the Board of the Club because of special contributions and/or interest in the Club. Honorary members shall be invited to club activities, and receive club mailing, but shall pay no dues.

Section 3. Voting Rights. Each single member in good standing (dues paid up to date) shall be entitled to one vote, and each adult Family Member shall be entitled to one vote on each matter submitted to a vote of the members. Sustaining Members and Honorary Members do not have voting rights.

Section 4. Resignation. Any member may resign by filing a written notice with the Secretary. Such resignation shall not relieve the member so resigning of the obligation to pay and dues, assessments, or other charges theretofore accrued or unpaid.

Section 5. Removal of Members. Any member may be removed by a simple majority vote of the Board. Membership is automatically terminated if dues are not received 30 days after expiration of renewal notice.

ARTICLE III. MEETINGS OF MEMBERS.

Section 1. Annual Meeting: An annual meeting of the members shall be held during the month of October of each year, at the date, time, and place set for the regular meeting of the members, for the purpose of electing and installing Officers and Directors and for the transaction of such other business as may come before the meeting.

Section 2. Regular Meetings. The Club shall have regular meetings each month, except when cancelled by the Board, at a time and place designated by the Board.

Section 3. Notice Of Meetings. Written notice of meetings stating the place, day and hour of the meeting of the members shall be included in the ORGANEWS (a monthly publication of the Club), and shall be mailed not less than 12 days before the date of the meeting. The notice of a meeting shall be deemed to be delivered when deposited in the United States Mail.

Section 4. Quorum. Ten percent (10%) of the members shall constitute a quorum at a regular meeting.

ARTICLE IV. BOARD OF DIRECTORS.

Section 1. Powers. The affairs of the Club shall be managed by the Board. Actions for sale, dissolution, liquidation, or abandonment of assets will be subject to approval of the membership at the next regular scheduled meeting.

Section 2. Number, Nomination, Election and Term of The Board.

The Board shall consist of the President, Vice President/Program Chairperson, Secretary, Treasurer and at least nine (9) but not more than fifteen (15) directors. The Board will determine which members will serve as President, Vice President/Program Chairperson, Secretary and Treasurer. The offices of Secretary and Treasurer may be combined if deemed appropriate by the Board. Directors shall be elected for a term of one year, beginning on the first day of January and ending on the last day of December. Directors may be re-elected for consecutive terms without limitation. (Revised 11/16/99)

The President shall, by June 1st of each year, appoint a Nominating Committee of three (3) from among the general membership and or the Board. This committee shall confer and select at least ~~SEVEN (7)~~ but not more than ~~ELEVEN (11)~~ members who have indicated that they are willing to serve as Officers and/or Directors, and submit the names to the Board at its July meeting. Upon the Board's approval, the list of names of nominees will be published in the August issue of ORGANEWS, and voted on by the general membership at the October meeting. (Revised 11/16/99@H3-18

At this time nominations will be taken from the floor. Any such nominations must have the approval of the nominee, and the nominee must be present at the meeting. No one can be nominated in absentia. Voting will be by voice vote. If a member requests a roll call after the voice vote it taken, the Secretary will call roll and record each members vote. Installation will take place immediately after the voting. (Nominations from floor vs. written discussed 6/6/2000)

Section 3. Qualifications. No person shall serve as an Officer or Director who is not a member in good standing at the time of election or appointment.

Section 4. Meetings. Regular meetings of the Board shall be held each month (except when cancelled by the Board) at such time, date and place as determined by the Board. Special meetings of the Board may be called by, or at the request of, any Officer or Director, and must be approved by a majority of the Directors. This notice may be given by phone, since urgency might dictate that there would not be enough time to mail or receive a notice.

Section 5. Quorum. A majority of the Board shall constitute a quorum for the transaction of business at any meeting of the Board.

Section 6. Vacancies. Any vacancy on the Board shall be filled by Presidential appointment, subject to confirmation by the Board.

Section 7. Removal. Any Director may be removed by a majority vote of the Board. A Director shall automatically forfeit membership on the Board after failure to attend Board meetings for three (3) consecutive months, except by reason of illness.

Section 8. Fees And Compensation. Directors shall receive no compensation for their services, but may receive reimbursement for expenses as approved by the Board.

Section 9. Roster. No Club roster shall be distributed *without Board approval*. The roster is for use of Officers, Directors *and necessary Club business only, and the right of privacy of the members shall be respected. (Revised 6/6/2000)*

Section 10. Obligations. Obligations, financial or otherwise on behalf of the Organization shall be incurred only by the Board, and no responsibility shall be recognized by the Board if this provision is violated.

ARTICLE V. DUTIES OF OFFICERS.

Section 1. Vacancies. Vacancies in any office will be filled by Board vote at their next regular or specially called Board meeting.

Section 2. Duties of Officers.

A. President. The President shall be the Principal Officer of the Organization and shall supervise and control all of the business of the Organization. The President shall preside at all meetings of the members and the Board, and be an ex-officio member of all committees.

B. Vice President/Program Chairperson. The Vice President and Program Chairperson shall be in charge of programming and selection of guest artists. (Artists and their fees are subject to Board approval.) In the absence of the President, the Vice President shall perform all the duties of the President.

C. Treasurer. The Treasurer shall have charge and custody of and be responsible for all funds and securities of the Club, receive and give receipts for moneys due and payable, deposit all moneys received in the name of the Club in a bank approved by the Board, and perform such duties as may be assigned by the President or the Board.

D. Secretary. The Secretary shall keep the minutes of the meetings of the Board, see that all notices are given in accordance with these bylaws, keep a register of the post office addresses of all members, keep records of meetings attendance and participation in activities by the members, and perform other such duties as may be assigned by the President or the Board.

ARTICLE VI. COMMITTEES.

Section 1. The President shall appoint such committees as are necessary to carry on the business of the Club. Such committees shall serve until the business of the committee is completed and until they are discharged by the President.

Section 2. Gifts. The Board may accept on behalf of the Club any contribution, gift, or bequest for any general or special purpose of the Club.

Section 3. Obligations. The Board is not empowered to incur obligations above the balance of the uncommitted funds on hand without special approval by a majority vote of the Membership at the next regularly scheduled meeting.

ARTICLE VIII. CERTIFICATES OF MEMBERSHIP.

~~Section 1. The Board shall provide for the issuance of Club Membership Cards. Cards shall be signed by the Secretary and delivered to the member by the Secretary or Treasurer upon payment of any fees and or dues required for Membership. (Deleted 6/6/2000)~~

ARTICLE IX. DUES.

Section 1. Annual dues for the following year shall be determined by the Board.

Section 2. Dues shall be due and payable in advance for a period of one year following the application for membership. All renewals shall be made at the same date each year.

ARTICLE X. AMENDMENTS.

Section 1. These bylaws may be altered, amended or repealed, and new bylaws may be adopted by a majority vote of the Board. These bylaws of the Sonoma County Organ/Keyboard Club were adopted as amended by the Board at their meeting of June 6th, 2000.

**“Recognized Groups”
A Summary of Criteria, Responsibilities and Privileges**

This summary is a compilation of relevant information found in OVA’s governing documents, policies and rules adopted over the years. This sheet attempts to clarify but not change the intent of such documents, policies and rules. The primary source of information is the September 23, 2003 version of the “Group & Individual Usage of Oakmont Facilities” policy (also known as the Facility Use Policy).

The impetus for preparing this summary was the advent of political clubs in Oakmont and a request for recognition from one; however it is intended that all groups that are formed by OVA members and/or residents of Oakmont may use this sheet.

Recognition

Recognition is the process (and result of that process) for new and existing groups to gain the privileges of free use of OVA Facilities and of submitting written materials for publication in the Oakmont News, as discussed below in this summary. Exhibit A is the form used to start the process. The OVA Board of Directors makes the final decision.

Recognition does not convey endorsement or sponsorship of an organization by the OVA.

Recently, the Board had to decide whether it should recognize political clubs in the face of the following wording in the Articles of Incorporation: “No part of the activities of this corporation shall consist in carrying on propaganda or otherwise attempting to influence legislation.”

After appropriate inquiry, it was determined that:

- The restriction applies to the Oakmont Village Association itself as a legal entity but not to sub-groups of its members operating outside the direct supervision of the OVA Board.¹
- The restriction is related to OVA’s tax status.
- The restriction may be lessened by first amendment considerations.
- Even the OVA has the right to lobby for or against legislation directly affecting its status or operations.

Because of these findings and the need to avoid discrimination, the OVA Board then determined that it should not deny recognition to political clubs if such clubs meet the same criteria for recognition applied to all other groups.

It is important for groups of Oakmonters² to realize that being recognized does not confer upon the groups any special protection. For instance, OVA’s insurance policies do not cover recognized groups.

¹A Board appointed committee is an example of a group under the direct supervision of the Board, whereas the normal recognized group clearly is not.

² Defined as OVA members and/or Oakmont residents

Criteria to Achieve Recognition

The essential criterion for recognition is to meet OVA's membership standards for groups. These are:

- Group's membership must be open to OVA members and/or Oakmont residents (collectively, "Oakmonters")
- Limitation consistent with the group's purpose is permitted (for example, women or men only, Democrats only, etc.)
- No artificial barrier, like being voted in, is permitted³
- No non-Oakmont members are permitted⁴

Types of Groups Eligible for Recognition

There are four types of groups normally eligible for recognition. (The titles used here are slightly different from the ones used in the Facilities Use Policy because the word "sponsored" used in that policy connotes more than is intended.)

- Recognized Classes
- Recognized – with bylaws
- Recognized – without bylaws
- Recognized - Affiliated

The designation "Affiliated" is reserved for those organizations that are incorporated in their own right or are affiliated with a larger organization that is. Unlike other groups, they must normally provide proof of insurance. Unlike other groups, they are allowed to have some non-Oakmonters as members.

In addition, there is the category of "Restricted". This applies to a group that applies for recognition but which for good reason is denied that status. Normally, such a group will qualify for use of facilities but must pay a fee each time. Normally, such a group will have to pay to put announcements in the Oakmont News, as well. (New groups are treated like "Restricted" unless they are in the pipeline to be recognized and it is likely they will be approved as such.)

Use Restrictions

Restrictions for use of Oakmont facilities fall into two general categories. Failure to adhere to either may result in loss of the privilege to use the facilities for one or more events. Loss of recognition is a possibility if violations continue.

- Attendance
 - At least 50% of those attending must be Oakmonters
 - The public may not be invited, but personally invited guests on a limited basis are allowed. (Groups must be careful how they announce – or allow others to announce - their events.)
- Other basic use restrictions
 - Nothing immoral, illegal, or that is destructive or likely to raise OVA's cost of insurance is allowed.

³ An exception is made for service clubs

⁴ An exception is made for "Affiliated" groups

- OVA's normal scheduling procedures, rules for use of liquor, and other requirements apply.

The ban on inviting the public is particularly important considering insurance and other ramifications of becoming a public facility.

Publication

The Publication Policy of the Oakmont News⁵ reads as follows:

"The Oakmont News is published under the supervision of the Oakmont Village Association (OVA) Board of Directors for the informational benefit of Oakmont residents. Its purpose is to bring news of social, recreational, arts and crafts events, and programs planned by the organized clubs and groups.

"The Oakmont News is not intended to provide access to editorial articles which express the personal view of a resident and/or group of residents. Factual information will be printed as well as reports of OVA Board and committees."

(From time to time, and currently, that policy has been modified in practice to encourage "letters to the editor" of limited length.) Now, the formation of at least one political club has required interpretation of the Publication Policy. The result is that political clubs may submit articles that inform as to past and future events, including a description of topics and the names of speakers (just like any group may do), but they must refrain from including political rhetoric.

Subject to space limitations in a specific edition of the Oakmont News, recognized groups may publish an article or announcement in every issue and are not, at this time, limited to length.

There are no restrictions by the OVA for a group's publications in media outside of Oakmont – except the public must not be invited to an event held in an OVA facility.

Questions should be directed to the OVA Office.

⁵ Last revised 11/89

OVA FINANCIAL SUMMARY
Three (3) Months Ending March 31, 2019

1 YEAR-TO-DATE OPERATING FUND INCOME AND EXPENSES

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Budget</u>
Income <i>(Net of fund trsf)</i>				
Operating Revenue	\$ 694,139	\$ 704,278	\$ (10,139)	\$ 2,817,114
Miscellaneous	\$ 20,223	\$ 18,400	\$ 1,823	\$ 73,600
Total Income	<u>\$ 714,362</u>	<u>\$ 722,678</u>	<u>\$ (8,316)</u>	<u>\$ 2,890,714</u>
Expenses				
Administrative	\$ 119,253	\$ 141,409	\$ (22,156)	\$ 565,635
Payroll	\$ 333,623	\$ 355,864	\$ (22,241)	\$ 1,423,458
Custodial & Maintenance	\$ 19,458	\$ 33,675	\$ (14,217)	\$ 134,700
Grounds Common Areas	\$ 25,542	\$ 40,750	\$ (15,208)	\$ 163,000
Recreation Common Areas	\$ 20,067	\$ 24,000	\$ (3,933)	\$ 96,000
Community Bus	\$ 14,640	\$ 15,000	\$ (360)	\$ 60,000
Patrol & Fire Systems	\$ 5,199	\$ 5,555	\$ (356)	\$ 22,220
Utilities	\$ 72,274	\$ 81,425	\$ (9,151)	\$ 325,700
Contingency		\$ 25,000	\$ (25,000)	\$ 100,000
Total Expenses	<u>\$ 610,056</u>	<u>\$ 722,678</u>	<u>\$ (112,622)</u>	<u>\$ 2,890,713</u>
Net Income (Loss)	<u>\$ 104,306</u>	<u>\$ -</u>	<u>\$ 104,306</u>	<u>\$ 1</u>

2 YEAR-TO DATE CONTRIBUTIONS TO RESERVE FUNDS:

	<u>Actual</u>	<u>Budget</u>	<u>Variance</u>	<u>Annual Total</u>
Asset Replacement Fund	\$ 258,501	\$ 258,501	\$ -	\$ 1,034,004
Capital Improvement Fund	\$ 116,250	\$ 116,250		\$ 465,000
		<u>\$ -</u>	<u>\$ -</u>	
Total Fund Contributions	<u>\$ 374,751</u>	<u>\$ 374,751</u>	<u>\$ -</u>	<u>\$ 1,499,004</u>

3 YEAR-TO-DATE PROJECT EXPENDITURES FROM RESERVE FUNDS:

	<u>Actual</u>
Asset Replacement Fund	\$ 1,485,781
Capital Improvement Fund	\$ 8,500
Total Fund Expenditures	<u>\$ 1,494,281</u>

4 CASH & INVESTMENTS:

	<u>Ending Balance</u>
Operating Fund	\$ 792,339
Asset Replacement Fund	\$ 1,743,060
Capital Improvement Fund	\$ 357,241
Total Cash & Investments	<u>\$ 2,892,640</u>

Oakmont Village Association

March 2019 Financial Statements

Are the reserves funded per the budget? Yes No

If no, the reserves are \$ _____ (____ months) unfunded

Are all funds currently FDIC insured? Yes No

CD laddering programs are available to offer protection while keeping funds within the same bank. Please contact CFM for assistance, if needed.

The following reports are included:

- Balance Sheet
- Reserve Budget Comparison
- Summarized Operating Budget Comparison
- Operating Budget Comparison
- Supplemental Operating Budget Comparison
- Bank Account Reconciliations (sent as separate PDF)
- Accounts Receivable Aging
- Check Register
- Accounts Payable Aging
- Month-to-Date General Ledger (sent as separate PDF)

Submitted by: Stacie Donnelly, PCAM, CCAM
Chief Financial Officer
Condominium Financial Mgmt., Inc., ACMB

If questions, please call (925) 566-6672
Or email StacieD@condofinancial.com

CFM has prepared the accompanying balance sheet and the related statement of results of operations for the period. Our preparation is limited to presenting, in the form of financial statements, information provided by the Board of Directors or Association Management. This information has not been audited nor reviewed by a CPA, and accordingly, no expression of opinion or other form of assurance is made on the statements. The financial statements include neither footnotes nor a statement of change in financial position that would be required by generally accepted accounting principles (GAAP). Therefore, these statements are not intended for parties unacquainted with the operations of the Association, and are restricted to use by the Board of Directors and Management of the Association.

Oakmont Village Association
BALANCE SHEET
 Unaudited
 Year End December 31, 2019
 As Of 03/31/19

A S S E T S

OPERATING FUND ASSETS

10100	MofO OPS ICS Checking	\$ 424,851.23
10100-00	MofO OPS ICS Investment	364,380.57
10158	Umpqua OVA Office Checking	3,107.14
10300	Owners' Accounts Receivable	39,566.87
10310	Bad Debt Allowance	(317.96)
10505	Cyber Policy 1/1/19-20	314.27
10506	Machinery Policy 1/1/19-20	822.77
10507	Vehicle Policy 1/1/19-20	1,388.25
10508	D&O Policy 1/1/19-20	26,373.77
10509	Fiduciary Policy 1/1/19-20	303.02
10510	Package Policy 1/1/19-20	40,234.50
10511	Umbrella Policy 1/1/19-20	7,002.00
10512	W/C Policy 1/1/19-20	25,890.75
10513	Fidelity Policy 6/1/18-19	876.90
10514	EQ Policy 1/1/19-20	36,577.39
10515	Prepaid Operating Expense	17,219.22
10517	Movie License 10/25/18-19	3,123.43
10519	Music License 12/1/18-19	2,860.27
10520	Land Lease 8/1/18-19	833.36
10530	OVA Office Security Deposits	5,354.40

	SUBTOTAL	\$ 1,000,762.15

Oakmont Village Association
BALANCE SHEET
 Unaudited
 Year End December 31, 2019
 As Of 03/31/19

ASSET REPLACEMENT FUND ASSETS (ARF)

12015	MofO ARF ICS Checking	\$ 6,027.97	
12015-00	MofO ARF ICS Investment	965,020.46	
12025	MofO CDARS 7/18/19 0.45% 12M	127,899.41	
12030	Merrill Lynch ARF Investments	10.73	
12031	ML CD Enerbank 5-24-19 2.25% 12mos	100,000.00	
12032	ML CD Fifth Third Bank 5-30-19 2.25% 1	100,000.00	
12033	ML CD Union Bank 5-30-19 2.25% 12mo	100,000.00	
12034	ML CD Bank of Baroda 5-31-19 2.25% 1;	100,000.00	
12050	Umpqua CD 2/20/20 0.45% 18M	244,101.99	
12090	ARF Receivable	30,255.01	
12110	Fixed Asset - Land	370,604.00	
12120	Fixed Asset - Buildings & Improvements	10,515,292.00	
12130	Fixed Asset - Furniture & Equipment	797,185.73	
12190	Accumulated Depreciation	(5,263,895.50)	

	SUBTOTAL		\$ 8,192,501.80

CAPITAL IMPROVEMENT FUND ASSETS (CIF)

13014	Luther Burbank CIF MM	\$ 10,263.32	
13020	MofO CIF ICS Checking	343,898.51	
13020-00	MofO CIF ICS Investment	3,079.06	
13040	Fixed Asset - Leasehold Improvements	161,897.00	

	SUBTOTAL		\$ 519,137.89
	TOTAL ASSETS		\$ 9,712,401.84
			=====

Oakmont Village Association
BALANCE SHEET
Unaudited
Year End December 31, 2019
As Of 03/31/19

LIABILITIES

OPERATING FUND LIABILITIES

20000	Prepaid Assessments	\$ 462,623.02	
20210	Operating Accounts Payable	45,710.01	
20220	Accrued Operating Expenses	22,371.00	
20225	Accrued Payroll	38,188.55	
20230	Accrued Retirement - Admin	2,706.31	
20232	Accrued Retirement - Maint.	4,914.86	
20235	Accrued Vacation - Admin.	16,064.07	
20236	Accrued Vacation - Maint.	23,438.76	
20290	Service Appreciation Fund	265.00	

	SUBTOTAL		\$ 616,281.58

ASSET REPLACEMENT FUND LIABILITIES (ARF)

25020	ARF Accounts Payable	\$ 495,746.17	
25060	ARF 5% Nordby Retainage	88,987.71	
25061	ARF 10% PCD Retainage	7,074.51	

	SUBTOTAL		\$ 591,808.39

CAPITAL IMPROVEMENT FUND LIABILITIES (CIF)

26020	CIF Accounts Payable	\$ 300.00	
26035	CIF 5% Nordby Retainage	26,009.20	

	SUBTOTAL		\$ 26,309.20
	TOTAL LIABILITIES		\$ 1,234,399.17

Oakmont Village Association
BALANCE SHEET
Unaudited
Year End December 31, 2019
As Of 03/31/19

MEMBERS' EQUITY

ASSET REPLACEMENT FUND (ARF)

35690	Beginning Balance - ARF	\$ 9,425,702.54	
35700	Current ARF Funding	258,501.00	
35710	ARF Interest Earned	1,420.16	
36009-02	Swimming Pool - CAC	(30,255.01)	
36081	Shuffleboard	(3,264.22)	
36176-01	A/V Equipment - BRG	(18,259.98)	
36350	ERC Renovation Cost	(1,907,642.27)	
36351	ERC Renovation Soft Costs	(38,508.81)	
36380	Depreciation Expense	(87,000.00)	
	SUBTOTAL		\$ 7,600,693.41

Oakmont Village Association
BALANCE SHEET
 Unaudited
 Year End December 31, 2019
 As Of 03/31/19

CAPITAL IMPROVEMENT FUND (CIF)

36490	Beginning Balance - CIF	\$ 1,106,421.93	
36500	Current CIF Funding	116,250.00	
36510	CIF Interest Earned	12.57	
36685-01	Building - BRG	(1,500.00)	
36770	Dog Park	(7,000.00)	
36785	OVA Office	3,531.29	
36797	CIF Loan - Miscellaneous Fees	(52.88)	
36810	ERC Renovation Cost	(599,876.45)	
36811	ERC Renovation Soft Costs	(124,957.77)	

	SUBTOTAL		\$ 492,828.69

OPERATING FUND

37010	Beginning Ops Fund Balance	\$ 280,175.40	
	Current Net Surplus (Deficit)	104,305.17	

	SUBTOTAL		\$ 384,480.57

	TOTAL LIABILITIES & EQUITY		\$ 9,712,401.84
			=====

Oakmont Village Association
Reserve Expense Budget Comparison
Year End December 31, 2019
For The Period 01/01/19 To 03/31/19

	Beginning Balance at 01/01/19	Year to Date		Ending Balance at 03/31/19	Per Budget	Variance	
		Contributions	Expenditures				
35690	Beginning Balance - ARF	\$ (9,425,702.54)	\$ -	\$ -	\$ (9,425,702.54)	\$ -	\$ -
35700	Current ARF Funding	0.00	258,501.00	0.00	(258,501.00)	0.00	0.00
35710	ARF Interest Earned	0.00	1,420.16	0.00	(1,420.16)	0.00	0.00
36000-03	Asphalt - WRC	0.00	0.00	0.00	0.00	80,182.00	80,182.00
36000-04	Asphalt - ERC	0.00	0.00	0.00	0.00	327,907.00	327,907.00
36005-02	Concrete - CAC	0.00	0.00	0.00	0.00	237,120.00	237,120.00
36005-03	Concrete - WRC	0.00	0.00	0.00	0.00	16,224.00	16,224.00
36009-02	Swimming Pool - CAC	0.00	0.00	30,255.01	30,255.01	251,896.00	221,640.99
36009-03	Swimming Pool - WRC	0.00	0.00	0.00	0.00	11,898.00	11,898.00
36010-02	Spa - CAC	0.00	0.00	0.00	0.00	34,015.00	34,015.00
36051-04	Entry Control - ERC	0.00	0.00	0.00	0.00	4,867.00	4,867.00
36055-04	Lighting & Electrical - ERC	0.00	0.00	0.00	0.00	33,879.00	33,879.00
36056-02	HVAC - CAC	0.00	0.00	0.00	0.00	6,240.00	6,240.00
36057	Landscape	0.00	0.00	0.00	0.00	34,060.00	34,060.00
36057-02	Landscape - CAC	0.00	0.00	0.00	0.00	88,637.00	88,637.00
36057-03	Landscape - WRC	0.00	0.00	0.00	0.00	10,816.00	10,816.00
36057-04	Landscape - ERC	0.00	0.00	0.00	0.00	58,406.00	58,406.00
36075-03	Indoor Furniture - WRC	0.00	0.00	0.00	0.00	5,408.00	5,408.00
36078-02	Recreational Equipment - CAC	0.00	0.00	0.00	0.00	57,699.00	57,699.00
36080-04	Building Interior - ERC	0.00	0.00	0.00	0.00	34,611.00	34,611.00
36081	Shuffleboard	0.00	0.00	3,264.22	3,264.22	0.00	(3,264.22)
36083-02	Building Exterior - CAC	0.00	0.00	0.00	0.00	43,769.00	43,769.00
36084-02	Structural Repairs - CAC	0.00	0.00	0.00	0.00	96,173.00	96,173.00
36084-04	Structural Repairs - ERC	0.00	0.00	0.00	0.00	35,672.00	35,672.00
36125-04	Retaining Walls - ERC	0.00	0.00	0.00	0.00	8,112.00	8,112.00
36150-04	Lakes/Ponds - ERC	0.00	0.00	0.00	0.00	42,182.00	42,182.00
36176-01	A/V Equipment - BRG	0.00	0.00	18,259.98	18,259.98	0.00	(18,259.98)
36205-02	Flooring - CAC	0.00	0.00	0.00	0.00	90,246.00	90,246.00
36209	OVA Office	0.00	0.00	0.00	0.00	3,458.00	3,458.00
36211-02	Office Equipment - CAC	0.00	0.00	0.00	0.00	4,834.00	4,834.00
36307-03	Equipment Replacement - WRC	0.00	0.00	0.00	0.00	7,030.00	7,030.00
36308-02	Roof - CAC	0.00	0.00	0.00	0.00	16,224.00	16,224.00
36350	ERC Renovation Cost	496,816.14	0.00	1,410,826.13	1,907,642.27	0.00	(1,410,826.13)
36351	ERC Renovation Soft Costs	15,333.20	0.00	23,175.61	38,508.81	0.00	(23,175.61)
36380	Depreciation Expense	0.00	0.00	87,000.00	87,000.00	0.00	(87,000.00)
		<u>\$ 8,913,553.20</u>	<u>\$ 259,921.16</u>	<u>\$ 1,572,780.95</u>	<u>\$ 7,600,693.41</u>	<u>\$ 1,641,565.00</u>	<u>\$ 68,784.05</u>

Oakmont Village Association
SUMMARIZED BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 03/01/19 To 03/31/19

	Current-Prd Actual	Current-Prd Budget	Variance	Year-To-Date Actual	Year-To-Date Budget	Variance	Annual Budget
REVENUES							
OPERATING REVENUE	\$ 363,044.11	\$ 365,809.79	\$ (2,765.68)	\$ 1,089,112.78	\$ 1,097,429.37	\$ (8,316.59)	\$ 4,389,718.00
TRANSFERS TO FUND ACCOUNTS	(124,917.00)	(124,917.00)	0.00	(374,751.00)	(374,751.00)	0.00	(1,499,004.00)
NET OPERATING REVENUE	\$ 238,127.11	\$ 240,892.79	\$ (2,765.68)	\$ 714,361.78	\$ 722,678.37	\$ (8,316.59)	\$ 2,890,714.00
EXPENSES							
ADMINISTRATIVE	\$ 47,024.59	\$ 47,136.14	\$ 111.55	\$ 119,252.85	\$ 141,408.54	\$ 22,155.69	\$ 565,635.00
PAYROLL	101,382.53	118,621.45	17,238.92	333,623.12	355,864.35	22,241.23	1,423,458.00
CUSTODIAL & MAINTENANCE	7,539.26	11,224.91	3,685.65	19,457.89	33,675.09	14,217.20	134,700.00
GROUNDS COMMON AREAS	15,490.77	13,583.32	(1,907.45)	25,542.77	40,749.96	15,207.19	163,000.00
RECREATION COMMON AREAS	9,043.90	7,999.95	(1,043.95)	20,066.91	23,999.85	3,932.94	96,000.00
COMMUNITY BUS	4,880.00	5,000.00	120.00	14,640.00	15,000.00	360.00	60,000.00
PATROL & FIRE SYSTEMS	1,500.00	1,851.66	351.66	5,199.50	5,555.06	355.56	22,220.00
UTILITIES	26,068.79	27,141.59	1,072.80	72,273.57	81,424.77	9,151.20	325,700.00
CONTINGENCY	0.00	8,333.33	8,333.33	0.00	24,999.99	24,999.99	100,000.00
TOTAL EXPENSE	\$ 212,929.84	\$ 240,892.35	\$ 27,962.51	\$ 610,056.61	\$ 722,677.61	\$ 112,621.00	\$ 2,890,713.00
NET INCOME (LOSS) BEFORE TAXES	\$ 25,197.27	\$ 0.44	\$ 25,196.83	\$ 104,305.17	\$ 0.76	\$ 104,304.41	\$ 1.00

Oakmont Village Association
DETAILED BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 03/01/19 To 03/31/19

		Current-Prd Actual	Current-Prd Budget	Variance	Year-To-Date Actual	Year-To-Date Budget	Variance	Annual Budget
REVENUE								
OPERATING REVENUE								
41010	Owners' Assessments	\$ 355,949.50	\$ 359,676.50	\$ (3,727.00)	\$ 1,067,473.50	\$ 1,079,029.50	\$ (11,556.00)	\$ 4,316,118.00
41011	(Waived Fire Assessments)	(150.00)	0.00	(150.00)	(450.00)	0.00	(450.00)	0.00
41020	Late Charges Billed	257.50	0.00	257.50	1,279.43	0.00	1,279.43	0.00
41040	Interest Billed	97.12	0.00	97.12	270.12	0.00	270.12	0.00
41060	Operations Interest Earned	108.29	0.00	108.29	317.14	0.00	317.14	0.00
	SUBTOTAL	\$ 356,262.41	\$ 359,676.50	\$ (3,414.09)	\$ 1,068,890.19	\$ 1,079,029.50	\$ (10,139.31)	\$ 4,316,118.00
MISCELLANEOUS REVENUE								
43910	Fines & Penalties	\$ 650.00	\$ 266.66	\$ 383.34	\$ 3,000.00	\$ 799.98	\$ 2,200.02	\$ 3,200.00
43920	New Member Fees	2,800.00	4,000.00	(1,200.00)	10,450.00	12,000.00	(1,550.00)	48,000.00
43925	Owner Facility Use Cards	850.00	541.66	308.34	2,375.00	1,624.98	750.02	6,500.00
43926	Guest Facility Use Cards	121.70	166.66	(44.96)	146.70	499.98	(353.28)	2,000.00
43927	Ball Court Keys	4.00	0.00	4.00	12.00	0.00	12.00	0.00
43930	Ticketed Social Events	0.00	333.33	(333.33)	0.00	999.99	(999.99)	4,000.00
43940	Facility Rental Fees	150.00	416.66	(266.66)	675.00	1,249.98	(574.98)	5,000.00
43946	Gas Shutoff Wrenches	18.00	0.00	18.00	36.00	0.00	36.00	0.00
43950	Locker Rental	38.00	91.66	(53.66)	878.00	274.98	603.02	1,100.00
43980	Newsletter Revenue	150.00	150.00	0.00	450.00	450.00	0.00	1,800.00
43985	Cash Box Adjustments	0.00	0.00	0.00	100.00	0.00	100.00	0.00
44000	Other Miscellaneous Revenue	2,000.00	166.66	1,833.34	2,099.89	499.98	1,599.91	2,000.00
	SUBTOTAL	\$ 6,781.70	\$ 6,133.29	\$ 648.41	\$ 20,222.59	\$ 18,399.87	\$ 1,822.72	\$ 73,600.00
TRANSFERS TO FUND ACCOUNTS								
49010	(CIF Funding)	\$ (38,750.00)	\$ (38,750.00)	\$ -	\$ (116,250.00)	\$ (116,250.00)	\$ -	\$ (465,000.00)
49030	(ARF Funding)	(86,167.00)	(86,167.00)	0.00	(258,501.00)	(258,501.00)	0.00	(1,034,004.00)
	SUBTOTAL	\$ (124,917.00)	\$ (124,917.00)	\$ -	\$ (374,751.00)	\$ (374,751.00)	\$ -	\$ (1,499,004.00)
	NET OPERATING REVENUE	\$ 238,127.11	\$ 240,892.79	\$ (2,765.68)	\$ 714,361.78	\$ 722,678.37	\$ (8,316.59)	\$ 2,890,714.00

Oakmont Village Association
 DETAILED BUDGET COMPARISON REPORT

Unaudited

Year End December 31, 2019
 For The Period 03/01/19 To 03/31/19

EXPENSES

ADMINISTRATION

	Current-Prd Actual	Current-Prd Budget	Variance	Year-To-Date Actual	Year-To-Date Budget	Variance	Annual Budget
50000	\$ 33.66	\$ 35.00	\$ 1.34	\$ 100.98	\$ 105.00	\$ 4.02	\$ 420.00
50004	0.00	25.00	25.00	300.00	75.00	(225.00)	300.00
50005	154.25	156.66	2.41	462.75	469.98	7.23	1,880.00
50006	4,064.15	4,052.50	(11.65)	12,192.45	12,157.50	(34.95)	48,630.00
50007	2,930.41	2,083.33	(847.08)	8,791.23	6,249.99	(2,541.24)	25,000.00
50008	438.41	438.33	(0.08)	1,315.23	1,314.99	(0.24)	5,260.00
50009	778.00	708.33	(69.67)	2,334.00	2,124.99	(209.01)	8,500.00
50010	4,596.82	4,583.33	(13.49)	13,945.46	13,749.99	(195.47)	55,000.00
50011	0.00	262.50	262.50	0.00	787.50	787.50	3,150.00
50012	2,660.48	2,541.66	(118.82)	6,857.85	7,624.98	767.13	30,500.00
50014	6,449.62	583.33	(5,866.29)	6,671.92	1,749.99	(4,921.93)	7,000.00
50015	304.76	291.66	(13.10)	343.91	874.98	531.07	3,500.00
50016	2,104.18	2,041.66	(62.52)	4,809.05	6,124.98	1,315.93	24,500.00
50018	(314.71)	625.00	939.71	907.70	1,875.00	967.30	7,500.00
50021	10.00	16.66	6.66	35.00	50.06	15.06	200.00
50022	4,190.00	500.00	(3,690.00)	5,735.00	1,500.00	(4,235.00)	6,000.00
50024	10.00	833.33	823.33	10.00	2,499.99	2,489.99	10,000.00
50025	898.72	937.50	38.78	2,960.18	2,812.50	(147.68)	11,250.00
50026	840.00	958.33	118.33	2,550.00	2,874.99	324.99	11,500.00
50030	4,289.00	4,458.33	169.33	12,891.20	13,374.99	483.79	53,500.00
50034	100.00	250.00	150.00	1,142.50	750.00	(392.50)	3,000.00
50035	1,429.80	1,441.66	11.86	4,297.20	4,324.98	27.78	17,300.00
50036	1,468.38	2,250.00	781.62	4,182.88	6,750.00	2,567.12	27,000.00
50037	0.00	1,250.00	1,250.00	52.67	3,750.00	3,697.33	15,000.00
50038	0.00	666.66	666.66	210.00	1,999.98	1,789.98	8,000.00
50039	100.00	333.33	233.33	100.00	999.99	899.99	4,000.00
50040	1,197.50	6,250.00	5,052.50	4,847.13	18,750.00	13,902.87	75,000.00
50041	0.00	500.00	500.00	0.00	1,500.00	1,500.00	6,000.00
50042	175.00	250.00	75.00	366.20	750.00	383.80	3,000.00
50043	0.00	83.33	83.33	0.00	249.99	249.99	1,000.00
50047	208.33	208.33	0.00	624.99	624.99	0.00	2,500.00
50048	5,589.13	4,250.00	(1,339.13)	16,767.39	12,750.00	(4,017.39)	51,000.00
50049	310.00	312.08	2.08	930.00	936.28	6.28	3,745.00
50062	20.34	83.33	62.99	161.60	249.99	88.39	1,000.00
50064	601.38	291.66	(309.72)	601.38	874.98	273.60	3,500.00
50070	0.00	166.66	166.66	162.00	499.98	337.98	2,000.00
50090	377.71	83.33	(294.38)	377.71	249.99	(127.72)	1,000.00
50099	977.77	2,083.33	1,105.56	1,183.79	6,249.99	5,066.20	25,000.00
50110	31.50	250.00	218.50	31.50	750.00	718.50	3,000.00
SUBTOTAL	\$ 47,024.59	\$ 47,136.14	\$ 111.55	\$ 119,252.85	\$ 141,408.54	\$ 22,155.69	\$ 565,635.00

Oakmont Village Association
 DETAILED BUDGET COMPARISON REPORT

Unaudited

Year End December 31, 2019

For The Period 03/01/19 To 03/31/19

PAYROLL

	Current-Prd Actual	Current-Prd Budget	Variance	Year-To-Date Actual	Year-To-Date Budget	Variance	Annual Budget
50200 Salaries - Administrative	\$ 35,094.97	\$ 40,998.91	\$ 5,903.94	\$ 118,855.81	\$ 122,996.73	\$ 4,140.92	\$ 491,987.00
50211 W/C Insurance - Admin.	895.77	566.66	(329.11)	1,758.81	1,699.98	(58.83)	6,800.00
50212 Employee Benefits - Admin.	4,514.28	4,279.75	(234.53)	13,069.45	12,839.25	(230.20)	51,357.00
50213 Pension Plan - Admin.	790.34	1,338.33	547.99	2,545.31	4,014.99	1,469.68	16,060.00
50215 Medicare Reimb. - Admin.	454.35	721.58	267.23	1,362.55	2,164.74	802.19	8,659.00
50219 Salaries - Temporary Admin.	0.00	250.00	250.00	0.00	750.00	750.00	3,000.00
50220 Salaries - Maintenance	37,286.01	45,624.83	8,338.82	127,148.83	136,874.49	9,725.66	547,498.00
50231 W/C Insurance - Maint.	5,075.98	3,425.00	(1,650.98)	9,966.44	10,275.00	308.56	41,100.00
50232 Employee Benefits - Maint.	7,469.67	7,971.66	501.99	22,644.14	23,914.98	1,270.84	95,660.00
50233 Pension Plan - Maint.	1,373.05	1,613.50	240.45	4,640.86	4,840.50	199.64	19,362.00
50242 Salaries - Temp. Maint.	2,448.00	0.00	(2,448.00)	4,080.00	0.00	(4,080.00)	0.00
50243 Salaries - Seasonal Pool Staff	0.00	1,916.66	1,916.66	0.00	5,749.98	5,749.98	23,000.00
50250 Employer Payroll Taxes	5,488.49	7,391.66	1,903.17	25,265.02	22,174.98	(3,090.04)	88,700.00
50260 Payroll Processing	325.75	389.58	63.83	1,263.45	1,168.74	(94.71)	4,675.00
50270 Work Apparel & Safety Gear	165.87	500.00	334.13	1,022.45	1,500.00	477.55	6,000.00
50280 Service Appreciation	0.00	1,633.33	1,633.33	0.00	4,899.99	4,899.99	19,600.00
SUBTOTAL	\$ 101,382.53	\$ 118,621.45	\$ 17,238.92	\$ 333,623.12	\$ 355,864.35	\$ 22,241.23	\$ 1,423,458.00

DETAILED BUDGET COMPARISON REPORT

Unaudited

Year End December 31, 2019

For The Period 03/01/19 To 03/31/19

		Current-Prd Actual	Current-Prd Budget	Variance	Year-To-Date Actual	Year-To-Date Budget	Variance	Annual Budget
CUSTODIAL & MAINTENANCE								
51010	Shared Restroom Maintenance	\$ 350.00	\$ 350.00	\$ -	\$ 1,050.00	\$ 1,050.00	\$ -	\$ 4,200.00
51011	Custodial Supplies & Services	1,949.75	2,208.33	258.58	5,975.21	6,625.03	649.82	26,500.00
51012	OEPC Equipment	0.00	291.66	291.66	0.00	874.98	874.98	3,500.00
51015	Common Area Maintenance	3,522.93	2,000.00	(1,522.93)	5,682.82	6,000.00	317.18	24,000.00
51016	Lighting & Electrical Maint.	560.00	2,000.00	1,440.00	1,347.79	6,000.00	4,652.21	24,000.00
51017	Pest Control	190.00	416.66	226.66	690.00	1,249.98	559.98	5,000.00
51018	Floors, Upholstery & Blinds	0.00	500.00	500.00	0.00	1,500.00	1,500.00	6,000.00
51020-01	HVAC Contract - BRG	0.00	166.66	166.66	0.00	499.98	499.98	2,000.00
51020-02	HVAC Contract - CAC	0.00	166.66	166.66	0.00	499.98	499.98	2,000.00
51020-03	HVAC Contract - WRC	0.00	166.66	166.66	0.00	500.06	500.06	2,000.00
51020-04	HVAC Contract - ERC	0.00	166.66	166.66	0.00	500.06	500.06	2,000.00
51021-01	HVAC Repairs - BRG	0.00	291.66	291.66	214.17	875.06	660.89	3,500.00
51021-02	HVAC Repairs - CAC	0.00	458.33	458.33	2,338.79	1,374.99	(963.80)	5,500.00
51021-03	HVAC Repairs - WRC	0.00	166.66	166.66	214.17	499.98	285.81	2,000.00
51021-04	HVAC Repairs - ERC	0.00	166.66	166.66	0.00	500.06	500.06	2,000.00
51022	Plumbing Maintenance	0.00	416.66	416.66	39.88	1,249.98	1,210.10	5,000.00
51030	A/V Equipment	0.00	208.33	208.33	0.00	624.99	624.99	2,500.00
51040	Access Control - Gates & Doors	777.25	666.66	(110.59)	1,293.11	1,999.98	706.87	8,000.00
51090	Gasoline & Vehicle Maintenance	189.33	416.66	227.33	611.95	1,249.98	638.03	5,000.00
	SUBTOTAL	\$ 7,539.26	\$ 11,224.91	\$ 3,685.65	\$ 19,457.89	\$ 33,675.09	\$ 14,217.20	\$ 134,700.00
GROUNDS COMMON AREAS								
51210	Landscape Maintenance	\$ 3,276.00	\$ 3,250.00	\$ (26.00)	\$ 9,828.00	\$ 9,750.00	\$ (78.00)	\$ 39,000.00
51212	Misc. Landscape & Greenery	8,094.77	5,416.66	(2,678.11)	8,094.77	16,249.98	8,155.21	65,000.00
51214	Irrigation Maintenance	2,580.00	750.00	(1,830.00)	2,580.00	2,250.00	(330.00)	9,000.00
51218	Tree Maintenance	1,540.00	4,166.66	2,626.66	5,040.00	12,499.98	7,459.98	50,000.00
	SUBTOTAL	\$ 15,490.77	\$ 13,583.32	\$ (1,907.45)	\$ 25,542.77	\$ 40,749.96	\$ 15,207.19	\$ 163,000.00

Oakmont Village Association
DETAILED BUDGET COMPARISON REPORT

Unaudited

Year End December 31, 2019

For The Period 03/01/19 To 03/31/19

		Current-Prd Actual	Current-Prd Budget	Variance	Year-To-Date Actual	Year-To-Date Budget	Variance	Annual Budget
RECREATION COMMON AREAS								
53020	Pool & Spa Supplies	\$ 1,480.72	\$ 1,750.00	\$ 269.28	\$ 4,227.90	\$ 5,250.00	\$ 1,022.10	\$ 21,000.00
53020-02	Misc. Pool & Spa Repairs - CAC	661.46	166.66	(494.80)	661.46	499.98	(161.48)	2,000.00
53020-03	Misc. Pool & Spa Repairs - WRC	1,963.44	83.33	(1,880.11)	3,717.88	249.99	(3,467.89)	1,000.00
53020-04	Misc. Pool & Spa Repairs - ERC	0.00	83.33	83.33	0.00	249.99	249.99	1,000.00
53030	Pond Maintenance	540.00	666.66	126.66	1,620.00	1,999.98	379.98	8,000.00
53040	Fitness Maintenance & Training	2,962.72	2,125.00	(837.72)	5,546.62	6,375.00	828.38	25,500.00
53042	Facility & Recreation Equip.	0.00	1,000.00	1,000.00	0.00	3,000.00	3,000.00	12,000.00
53045-05	Bottled Water - OFF	76.15	83.33	7.18	217.54	249.99	32.45	1,000.00
53045-06	Bottled Water - MNT	101.45	83.33	(18.12)	353.55	249.99	(103.56)	1,000.00
53050	Bowling Green Maintenance	1,092.00	1,666.66	574.66	3,276.00	4,999.98	1,723.98	20,000.00
53060	Bocce Court Maintenance	0.00	83.33	83.33	0.00	249.99	249.99	1,000.00
53070	Ball Court Maintenance	0.00	83.33	83.33	0.00	249.99	249.99	1,000.00
53080	Library & Learning Center	25.96	41.66	15.70	25.96	124.98	99.02	500.00
53085	Piano Maintenance	140.00	83.33	(56.67)	420.00	249.99	(170.01)	1,000.00
	SUBTOTAL	\$ 9,043.90	\$ 7,999.95	\$ (1,043.95)	\$ 20,066.91	\$ 23,999.85	\$ 3,932.94	\$ 96,000.00
COMMUNITY BUS								
53500	Community Bus Service	\$ 4,880.00	\$ 5,000.00	\$ 120.00	\$ 14,640.00	\$ 15,000.00	\$ 360.00	\$ 60,000.00
	SUBTOTAL	\$ 4,880.00	\$ 5,000.00	\$ 120.00	\$ 14,640.00	\$ 15,000.00	\$ 360.00	\$ 60,000.00
PATROL & FIRE SYSTEMS								
54010	Patrol Service	\$ 1,500.00	\$ 1,500.00	\$ -	\$ 4,500.00	\$ 4,500.00	\$ -	\$ 18,000.00
54030	Fire System Maint. & Inspect.	0.00	125.00	125.00	245.00	375.00	130.00	1,500.00
54040	Fire & Commercial Monitoring	0.00	151.66	151.66	454.50	455.06	0.56	1,820.00
54050	Fire Extinguisher Maintenance	0.00	75.00	75.00	0.00	225.00	225.00	900.00
	SUBTOTAL	\$ 1,500.00	\$ 1,851.66	\$ 351.66	\$ 5,199.50	\$ 5,555.06	\$ 355.56	\$ 22,220.00

Oakmont Village Association
DETAILED BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 03/01/19 To 03/31/19

		Current-Prd Actual	Current-Prd Budget	Variance	Year-To-Date Actual	Year-To-Date Budget	Variance	Annual Budget
UTILITIES								
55010-02	Gas - CAC	\$ 6,225.36	\$ 3,333.33	\$ (2,892.03)	\$ 17,231.25	\$ 9,999.99	\$ (7,231.26)	\$ 40,000.00
55010-03	Gas - WRC	3,608.75	1,683.33	(1,925.42)	9,747.19	5,049.99	(4,697.20)	20,200.00
55010-04	Gas - ERC	55.81	2,266.66	2,210.85	160.26	6,799.98	6,639.72	27,200.00
55010-05	Gas - OFF	220.80	158.33	(62.47)	413.71	474.99	61.28	1,900.00
55012-02	Electricity - CAC	4,355.56	5,583.33	1,227.77	13,083.44	16,749.99	3,666.55	67,000.00
55012-03	Electricity - WRC	1,624.86	1,666.66	41.80	5,223.22	4,999.98	(223.24)	20,000.00
55012-04	Electricity - ERC	2,014.48	2,083.33	68.85	3,110.46	6,249.99	3,139.53	25,000.00
55012-05	Electricity - OFF	633.79	483.33	(150.46)	1,213.24	1,449.99	236.75	5,800.00
55012-07	Electricity - C/A	56.43	50.00	(6.43)	148.74	150.00	1.26	600.00
55014-01	Water - BRG	88.12	1,166.66	1,078.54	252.24	3,499.98	3,247.74	14,000.00
55014-02	Water - CAC	1,399.36	1,750.00	350.64	4,089.90	5,250.00	1,160.10	21,000.00
55014-03	Water - WRC	807.46	825.00	17.54	2,817.54	2,475.00	(342.54)	9,900.00
55014-04	Water - ERC	396.35	1,333.33	936.98	1,179.98	3,999.99	2,820.01	16,000.00
55014-07	Water - C/A	34.97	291.66	256.69	144.22	874.98	730.76	3,500.00
55016	Garbage	1,544.97	1,500.00	(44.97)	4,634.91	4,500.00	(134.91)	18,000.00
55018-01	Communication Lines - BRG	462.57	475.00	12.43	1,387.73	1,425.00	37.27	5,700.00
55018-02	Communication Lines - CAC	675.66	650.00	(25.66)	1,964.12	1,950.00	(14.12)	7,800.00
55018-03	Communication Lines - WRC	357.68	316.66	(41.02)	1,073.10	949.98	(123.12)	3,800.00
55018-04	Communication Lines - ERC	535.42	500.00	(35.42)	1,487.10	1,500.00	12.90	6,000.00
55018-05	Communication Lines - OFF	755.04	791.66	36.62	2,265.15	2,374.98	109.83	9,500.00
55018-06	Communication Lines - MNT	129.73	141.66	11.93	389.21	424.98	35.77	1,700.00
55018-07	Communication Lines - C/A	85.62	91.66	6.04	256.86	274.98	18.12	1,100.00
	SUBTOTAL	\$ 26,068.79	\$ 27,141.59	\$ 1,072.80	\$ 72,273.57	\$ 81,424.77	\$ 9,151.20	\$ 325,700.00
CONTINGENCY								
55099	Contingency	\$ -	\$ 8,333.33	\$ 8,333.33	\$ -	\$ 24,999.99	\$ 24,999.99	\$ 100,000.00
	SUBTOTAL	\$ -	\$ 8,333.33	\$ 8,333.33	\$ -	\$ 24,999.99	\$ 24,999.99	\$ 100,000.00
	TOTAL EXPENSES	\$ 212,929.84	\$ 240,892.35	\$ 27,962.51	\$ 610,056.61	\$ 722,677.61	\$ 112,621.00	\$ 2,890,713.00
	NET INCOME (LOSS) BEFORE TAXES	\$ 25,197.27	\$ 0.44	\$ 25,196.83	\$ 104,305.17	\$ 0.76	\$ 104,304.41	\$ 1.00

Oakmont Village Association
 SUPPLEMENTAL BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 01/01/19 To 03/31/19

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Y-T-D Budget	Variance
REVENUE															
OPERATING REVENUE															
41010 Owners' Assessm	356,086	355,438	355,950	0	0	0	0	0	0	0	0	0	1,067,474	1,079,030	(11,556)
41011 (Waived Fire As	(150)	(150)	(150)	0	0	0	0	0	0	0	0	0	(450)	0	(450)
41020 Late Charges Bi	368	654	258	0	0	0	0	0	0	0	0	0	1,279	0	1,279
41040 Interest Billed	81	92	97	0	0	0	0	0	0	0	0	0	270	0	270
41060 Operations Inte	111	98	108	0	0	0	0	0	0	0	0	0	317	0	317
SUBTOTAL	356,496	356,132	356,262	0	0	0	0	0	0	0	0	0	1,068,890	1,079,030	(10,139)
MISCELLANEOUS REVENUE															
43910 Fines & Penalti	850	1,500	650	0	0	0	0	0	0	0	0	0	3,000	800	2,200
43920 New Member Fees	2,850	4,800	2,800	0	0	0	0	0	0	0	0	0	10,450	12,000	(1,550)
43925 Owner Facility	650	875	850	0	0	0	0	0	0	0	0	0	2,375	1,625	750
43926 Guest Facility	(250)	275	122	0	0	0	0	0	0	0	0	0	147	500	(353)
43927 Ball Court Keys	4	4	4	0	0	0	0	0	0	0	0	0	12	0	12
43930 Ticketed Social	0	0	0	0	0	0	0	0	0	0	0	0	0	1,000	(1,000)
43940 Facility Rental	525	0	150	0	0	0	0	0	0	0	0	0	675	1,250	(575)
43946 Gas Shutoff Wre	0	18	18	0	0	0	0	0	0	0	0	0	36	0	36
43950 Locker Rental	633	208	38	0	0	0	0	0	0	0	0	0	878	275	603
43980 Newsletter Reve	150	150	150	0	0	0	0	0	0	0	0	0	450	450	0
43985 Cash Box Adjust	0	100	0	0	0	0	0	0	0	0	0	0	100	0	100
44000 Other Miscellan	0	100	2,000	0	0	0	0	0	0	0	0	0	2,100	500	1,600
SUBTOTAL	5,412	8,029	6,782	0	0	0	0	0	0	0	0	0	20,223	18,400	1,823
TRANSFERS TO FUND ACCOUNTS															
49010 (CIF Funding)	(38,750)	(38,750)	(38,750)	0	0	0	0	0	0	0	0	0	(116,250)	(116,250)	0
49030 (ARF Funding)	(86,167)	(86,167)	(86,167)	0	0	0	0	0	0	0	0	0	(258,501)	(258,501)	0
SUBTOTAL	(124,917)	(124,917)	(124,917)	0	0	0	0	0	0	0	0	0	(374,751)	(374,751)	0
NET OPERATING P	236,990	239,244	238,127	0	0	0	0	0	0	0	0	0	714,362	722,678	(8,317)

Oakmont Village Association
SUPPLEMENTAL BUDGET COMPARISON REPORT

Unaudited

Year End December 31, 2019

For The Period 01/01/19 To 03/31/19

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Y-T-D Budget	Variance
EXPENSES															
ADMINISTRATION															
50000 Fiduciary Polic	34	34	34	0	0	0	0	0	0	0	0	0	101	105	4
50004 Volunteer Polic	300	0	0	0	0	0	0	0	0	0	0	0	300	75	(225)
50005 Vehicle Policy	154	154	154	0	0	0	0	0	0	0	0	0	463	470	7
50006 EQ Policy	4,064	4,064	4,064	0	0	0	0	0	0	0	0	0	12,192	12,158	(35)
50007 D&O Policy	2,930	2,930	2,930	0	0	0	0	0	0	0	0	0	8,791	6,250	(2,541)
50008 Fidelity Policy	438	438	438	0	0	0	0	0	0	0	0	0	1,315	1,315	0
50009 Umbrella Policy	778	778	778	0	0	0	0	0	0	0	0	0	2,334	2,125	(209)
50010 Package Policy	4,752	4,597	4,597	0	0	0	0	0	0	0	0	0	13,945	13,750	(195)
50011 Cyber Policy	0	0	0	0	0	0	0	0	0	0	0	0	0	788	788
50012 Postage, Shippi	918	3,279	2,660	0	0	0	0	0	0	0	0	0	6,858	7,625	767
50014 Copies & Printi	95	127	6,450	0	0	0	0	0	0	0	0	0	6,672	1,750	(4,922)
50015 Copies for Club	39	0	305	0	0	0	0	0	0	0	0	0	344	875	531
50016 Office Supplies	2,010	695	2,104	0	0	0	0	0	0	0	0	0	4,809	6,125	1,316
50018 Office Furnishi	1,222	0	(315)	0	0	0	0	0	0	0	0	0	908	1,875	967
50021 Banking, Credit	25	0	10	0	0	0	0	0	0	0	0	0	35	50	15
50022 CPA Services	0	1,545	4,190	0	0	0	0	0	0	0	0	0	5,735	1,500	(4,235)
50024 Permits, Certif	0	0	10	0	0	0	0	0	0	0	0	0	10	2,500	2,490
50025 Movie & Music L	1,108	954	899	0	0	0	0	0	0	0	0	0	2,960	2,813	(148)
50026 Video Services	750	960	840	0	0	0	0	0	0	0	0	0	2,550	2,875	325
50030 Financial Manag	4,301	4,301	4,289	0	0	0	0	0	0	0	0	0	12,891	13,375	484
50034 Misc. Financial	843	200	100	0	0	0	0	0	0	0	0	0	1,143	750	(393)
50035 CFM Software Ac	1,434	1,434	1,430	0	0	0	0	0	0	0	0	0	4,297	4,325	28
50036 IT Services & S	1,364	1,351	1,468	0	0	0	0	0	0	0	0	0	4,183	6,750	2,567
50037 Meetings & BOD	0	53	0	0	0	0	0	0	0	0	0	0	53	3,750	3,697
50038 Professional Se	0	210	0	0	0	0	0	0	0	0	0	0	210	2,000	1,790
50039 Scheduling Soft	0	0	100	0	0	0	0	0	0	0	0	0	100	1,000	900
50040 Legal Services	0	3,650	1,198	0	0	0	0	0	0	0	0	0	4,847	18,750	13,903
50041 Legal Services	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	1,500
50042 Memberships & P	191	0	175	0	0	0	0	0	0	0	0	0	366	750	384
50043 Budgeting & Res	0	0	0	0	0	0	0	0	0	0	0	0	0	250	250
50047 Front Entrance	208	208	208	0	0	0	0	0	0	0	0	0	625	625	0
50048 Office Rent	5,589	5,589	5,589	0	0	0	0	0	0	0	0	0	16,767	12,750	(4,017)
50049 Storage Space R	310	310	310	0	0	0	0	0	0	0	0	0	930	936	6
50062 Mileage Reimbur	132	10	20	0	0	0	0	0	0	0	0	0	162	250	88
50064 Staff Education	0	0	601	0	0	0	0	0	0	0	0	0	601	875	274
50070 Employee Screen	120	42	0	0	0	0	0	0	0	0	0	0	162	500	338
50090 Administrative	0	0	378	0	0	0	0	0	0	0	0	0	378	250	(128)
50099 Community Socia	0	206	978	0	0	0	0	0	0	0	0	0	1,184	6,250	5,066
50110 Marketing & Pub	0	0	32	0	0	0	0	0	0	0	0	0	32	750	719
SUBTOTAL	34,109	38,119	47,025	0	0	0	0	0	0	0	0	0	119,253	141,409	22,156

Oakmont Village Association
SUPPLEMENTAL BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 01/01/19 To 03/31/19

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Y-T-D Budget	Variance
PAYROLL															
50200 Salaries - Admi	46,317	37,444	35,095	0	0	0	0	0	0	0	0	0	118,856	122,997	4,141
50211 W/C Insurance -	432	432	896	0	0	0	0	0	0	0	0	0	1,759	1,700	(59)
50212 Employee Benefi	4,041	4,514	4,514	0	0	0	0	0	0	0	0	0	13,069	12,839	(230)
50213 Pension Plan -	957	798	790	0	0	0	0	0	0	0	0	0	2,545	4,015	1,470
50215 Medicare Reimb.	454	454	454	0	0	0	0	0	0	0	0	0	1,363	2,165	802
50219 Salaries - Temp	0	0	0	0	0	0	0	0	0	0	0	0	0	750	750
50220 Salaries - Main	48,839	41,024	37,286	0	0	0	0	0	0	0	0	0	127,149	136,874	9,726
50231 W/C Insurance -	2,445	2,445	5,076	0	0	0	0	0	0	0	0	0	9,966	10,275	309
50232 Employee Benefi	7,702	7,472	7,470	0	0	0	0	0	0	0	0	0	22,644	23,915	1,271
50233 Pension Plan -	1,692	1,576	1,373	0	0	0	0	0	0	0	0	0	4,641	4,841	200
50242 Salaries - Temp	0	1,632	2,448	0	0	0	0	0	0	0	0	0	4,080	0	(4,080)
50243 Salaries - Seas	0	0	0	0	0	0	0	0	0	0	0	0	0	5,750	5,750
50250 Employer Payrol	12,024	7,752	5,488	0	0	0	0	0	0	0	0	0	25,265	22,175	(3,090)
50260 Payroll Process	602	336	326	0	0	0	0	0	0	0	0	0	1,263	1,169	(95)
50270 Work Apparel &	79	778	166	0	0	0	0	0	0	0	0	0	1,022	1,500	478
50280 Service Appreci	0	0	0	0	0	0	0	0	0	0	0	0	0	4,900	4,900
SUBTOTAL	125,584	106,656	101,383	0	0	0	0	0	0	0	0	0	333,623	355,864	22,241

Oakmont Village Association
SUPPLEMENTAL BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 01/01/19 To 03/31/19

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Y-T-D Budget	Variance
CUSTODIAL & MAINTENANCE															
51010 Shared Restroom	350	350	350	0	0	0	0	0	0	0	0	0	1,050	1,050	0
51011 Custodial Suppl	1,380	2,646	1,950	0	0	0	0	0	0	0	0	0	5,975	6,625	650
51012 OEPC Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	875	875
51015 Common Area Mai	1,983	177	3,523	0	0	0	0	0	0	0	0	0	5,683	6,000	317
51016 Lighting & Elec	49	739	560	0	0	0	0	0	0	0	0	0	1,348	6,000	4,652
51017 Pest Control	190	310	190	0	0	0	0	0	0	0	0	0	690	1,250	560
51018 Floors, Upholst	0	0	0	0	0	0	0	0	0	0	0	0	0	1,500	1,500
51020-HVAC Contract -	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
51020-HVAC Contract -	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
51020-HVAC Contract -	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
51020-HVAC Contract -	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
51021-HVAC Repairs -	0	214	0	0	0	0	0	0	0	0	0	0	214	875	661
51021-HVAC Repairs -	0	2,339	0	0	0	0	0	0	0	0	0	0	2,339	1,375	(964)
51021-HVAC Repairs -	0	214	0	0	0	0	0	0	0	0	0	0	214	500	286
51021-HVAC Repairs -	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500
51022 Plumbing Mainte	0	40	0	0	0	0	0	0	0	0	0	0	40	1,250	1,210
51030 A/V Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0	625	625
51040 Access Control	0	516	777	0	0	0	0	0	0	0	0	0	1,293	2,000	707
51090 Gasoline & Vehi	218	204	189	0	0	0	0	0	0	0	0	0	612	1,250	638
SUBTOTAL	4,170	7,749	7,539	0	0	0	0	0	0	0	0	0	19,458	33,675	14,217
GROUNDS COMMON AREAS															
51210 Landscape Maint	3,276	3,276	3,276	0	0	0	0	0	0	0	0	0	9,828	9,750	(78)
51212 Misc. Landscape	0	0	8,095	0	0	0	0	0	0	0	0	0	8,095	16,250	8,155
51214 Irrigation Main	0	0	2,580	0	0	0	0	0	0	0	0	0	2,580	2,250	(330)
51218 Tree Maintenanc	0	3,500	1,540	0	0	0	0	0	0	0	0	0	5,040	12,500	7,460
SUBTOTAL	3,276	6,776	15,491	0	0	0	0	0	0	0	0	0	25,543	40,750	15,207

Oakmont Village Association
SUPPLEMENTAL BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 01/01/19 To 03/31/19

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Y-T-D Budget	Variance
RECREATION COMMON AREAS															
53020 Pool & Spa Supp	669	2,078	1,481	0	0	0	0	0	0	0	0	0	4,228	5,250	1,022
53020-Misc. Pool & Sp	0	0	661	0	0	0	0	0	0	0	0	0	661	500	(161)
53020-Misc. Pool & Sp	0	1,754	1,963	0	0	0	0	0	0	0	0	0	3,718	250	(3,468)
53020-Misc. Pool & Sp	0	0	0	0	0	0	0	0	0	0	0	0	0	250	250
53030 Pond Maintenanc	540	540	540	0	0	0	0	0	0	0	0	0	1,620	2,000	380
53040 Fitness Mainten	1,384	1,200	2,963	0	0	0	0	0	0	0	0	0	5,547	6,375	828
53042 Facility & Recr	0	0	0	0	0	0	0	0	0	0	0	0	0	3,000	3,000
53045-Bottled Water -	36	106	76	0	0	0	0	0	0	0	0	0	218	250	32
53045-Bottled Water -	111	141	101	0	0	0	0	0	0	0	0	0	354	250	(104)
53050 Bowling Green M	1,092	1,092	1,092	0	0	0	0	0	0	0	0	0	3,276	5,000	1,724
53060 Bocce Court Mai	0	0	0	0	0	0	0	0	0	0	0	0	0	250	250
53070 Ball Court Main	0	0	0	0	0	0	0	0	0	0	0	0	0	250	250
53080 Library & Learn	0	0	26	0	0	0	0	0	0	0	0	0	26	125	99
53085 Piano Maintenanc	280	0	140	0	0	0	0	0	0	0	0	0	420	250	(170)
SUBTOTAL	4,111	6,912	9,044	0	0	0	0	0	0	0	0	0	20,067	24,000	3,933
COMMUNITY BUS															
53500 Community Bus S	4,880	4,880	4,880	0	0	0	0	0	0	0	0	0	14,640	15,000	360
SUBTOTAL	4,880	4,880	4,880	0	0	0	0	0	0	0	0	0	14,640	15,000	360
PATROL & FIRE SYSTEMS															
54010 Patrol Service	1,500	1,500	1,500	0	0	0	0	0	0	0	0	0	4,500	4,500	0
54030 Fire System Mai	0	245	0	0	0	0	0	0	0	0	0	0	245	375	130
54040 Fire & Commerci	227	228	0	0	0	0	0	0	0	0	0	0	455	455	1
54050 Fire Extinguish	0	0	0	0	0	0	0	0	0	0	0	0	0	225	225
SUBTOTAL	1,727	1,973	1,500	0	0	0	0	0	0	0	0	0	5,200	5,555	356

Oakmont Village Association
SUPPLEMENTAL BUDGET COMPARISON REPORT
 Unaudited
 Year End December 31, 2019
 For The Period 01/01/19 To 03/31/19

	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total	Y-T-D Budget	Variance
UTILITIES															
55010-I Gas - CAC	4,153	6,853	6,225	0	0	0	0	0	0	0	0	0	17,231	10,000	(7,231)
55010-I Gas - WRC	2,721	3,417	3,609	0	0	0	0	0	0	0	0	0	9,747	5,050	(4,697)
55010-I Gas - ERC	54	50	56	0	0	0	0	0	0	0	0	0	160	6,800	6,640
55010-I Gas - OFF	0	193	221	0	0	0	0	0	0	0	0	0	414	475	61
55012-I Electricity - C	4,256	4,472	4,356	0	0	0	0	0	0	0	0	0	13,083	16,750	3,667
55012-I Electricity - W	1,766	1,832	1,625	0	0	0	0	0	0	0	0	0	5,223	5,000	(223)
55012-I Electricity - E	389	707	2,014	0	0	0	0	0	0	0	0	0	3,110	6,250	3,140
55012-I Electricity - O	0	579	634	0	0	0	0	0	0	0	0	0	1,213	1,450	237
55012-I Electricity - C	57	35	56	0	0	0	0	0	0	0	0	0	149	150	1
55014-I Water - BRG	76	88	88	0	0	0	0	0	0	0	0	0	252	3,500	3,248
55014-I Water - CAC	1,749	942	1,399	0	0	0	0	0	0	0	0	0	4,090	5,250	1,160
55014-I Water - WRC	988	1,022	807	0	0	0	0	0	0	0	0	0	2,818	2,475	(343)
55014-I Water - ERC	367	417	396	0	0	0	0	0	0	0	0	0	1,180	4,000	2,820
55014-I Water - C/A	46	63	35	0	0	0	0	0	0	0	0	0	144	875	731
55016 Garbage	1,545	1,545	1,545	0	0	0	0	0	0	0	0	0	4,635	4,500	(135)
55018-I Communication L	463	463	463	0	0	0	0	0	0	0	0	0	1,388	1,425	37
55018-I Communication L	616	672	676	0	0	0	0	0	0	0	0	0	1,964	1,950	(14)
55018-I Communication L	358	358	358	0	0	0	0	0	0	0	0	0	1,073	950	(123)
55018-I Communication L	476	476	535	0	0	0	0	0	0	0	0	0	1,487	1,500	13
55018-I Communication L	830	680	755	0	0	0	0	0	0	0	0	0	2,265	2,375	110
55018-I Communication L	205	55	130	0	0	0	0	0	0	0	0	0	389	425	36
55018-I Communication L	86	86	86	0	0	0	0	0	0	0	0	0	257	275	18
SUBTOTAL	21,200	25,005	26,069	0	0	0	0	0	0	0	0	0	72,274	81,425	9,151
CONTINGENCY															
55099 Contingency	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	25,000
SUBTOTAL	0	0	0	0	0	0	0	0	0	0	0	0	0	25,000	25,000
TOTAL EXPENSES	199,056	198,070	212,930	0	0	0	0	0	0	0	0	0	610,057	722,678	112,621
NET INCOME (LOS)	37,934	41,174	25,197	0	0	0	0	0	0	0	0	0	104,305	1	104,304

Dog Park Rules and Nuisance Pet Policies Resolution

April 16, 2019

Person Submitting: Kevin Hubred, GM

Date Submitted: April 11, 2019

Resolution Content:

Whereas, at the February 20019 Board meeting, the board authorized management to contact the associations attorney to create a Dog Park Rules and Nuisance Pet Policy to establish rules for the dog park and a general nuisance pet policy, and

Whereas, the OVA has the authority to create rules for the use of the dog park and the nuisance pet policy pursuant to protective restrictions, Article III, Section 2(e):

Animals and Poultry. The raising and/or keeping of livestock, and/or other animals, poultry, birds and/or reptiles, for pleasure or commercial gain upon any part of said property is prohibited except that no more than two (2) dogs, cats and other household pets may be kept, provided that they are not kept, bred or maintained for any commercial purpose and further provided that they **do not become a nuisance to other owners or occupants of property** subject to the control of the Association, **and if and when declared to be a nuisance by the Board of Directors** of the Association, such dog, cat or other household pet or pets shall be forthwith removed from the subject property. and,

Whereas, the board desires the enforcement of pets by creating Dog Park Rules and a Nuisance Pet Policy, be it resolved:

The Board approves the concept of creating the Dog Park Rules and Nuisance Pet Policy and instructs management to submit the rule/policy, pursuant to Civil Codes 4360 and 4365, for submission in the Oakmont News as soon as practicable to allow for a 28-day review by the members, before formally adopting the rule/policy at an open board meeting.

Fiscal Impact: Indeterminate

Documents Attached: Dog Park Rules; Nuisance Pet Policy; Exhibit A, Complaint Form; and, CC 4360

OAKMONT VILLAGE ASSOCIATION

DOG PARK RULES

Hours of Operation - 7:00 a.m. - Sundown

The presence of a dog in a designated dog off-leash area or dog training area shall constitute implied consent of the owner either owning or controlling the dog to the regulations imposed by the Association.

The presence of a dog in a designated dog off-leash area or dog training area shall constitute a waiver of liability, on behalf of the person either owning or controlling the dog, to the Association, as well as an agreement and undertaking to protect, indemnify, defend, and hold harmless the Association for any injury or damage caused by the dog.

Any member complaints of an aggressive or otherwise nuisance creating dog must submit said complaint via the Nuisance Pet Complaint Form. For a copy of said form, please contact the management office.

Owners and/or persons with custody, care, charge, control, or possession of a dog are prohibited from the following within the designated dog off-leash area or dog training area:

1. Have a dog without a valid license or up to date vaccinations as required by Sonoma County
2. Have more than two (2) dogs per person in your custody or control. Note: Residents are limited to owning **two (2) pets per household.**
3. Have a female dog in estrus (heat cycle)
4. Abandon or otherwise leave any off-leash dog unattended or unsupervised

Code of Conduct

1. Leashes required entering & leaving off-leash areas
2. Aggressive, sick and dogs with contagious diseases are prohibited
3. Dog must be removed from off-leash area if aggressive
4. Excessive barking is prohibited
5. Immediately Clean-Up and Dispose of Dog Feces
6. Persons under the age of 16 must be under adult supervision at all times

OAKMONT VILLAGE ASSOCIATION

PET POLICY

In order to manage and control pets within Oakmont Village Association, the Board approves the following rules.

1. No animal is permitted to be kept in the Development which the Board has determined to be a nuisance or dangerous pursuant to evidence provided at a noticed hearing. Any member complaints of a nuisance creating pet must submit said complaint via the Nuisance Pet Complaint Form, which is attached to this policy as Exhibit A. The Board is authorized to require dogs (or any other pet) found to exhibit nuisance or dangerous behavior to wear a muzzle while in the Common Area until a further determination is made by the Board as to whether the pet will be allowed to remain in the Association.
2. All Residents must comply with City and County laws and regulations with regard to control of pets. All pets shall have a current license and identification tag. Loose and/or unattended pets without a license or identification tag may be reported to the local Animal Control for pickup.
3. Each Residence may have a maximum of two (2) domestic pets, so long as they do not create a nuisance to other residents. Dogs may be allowed outdoors only within secured fenced yards or on a leash at all times.
4. Residents are responsible for any damage to the Association Property caused by their pets. Residents may be assessed by the Association after due process is given.
5. Fecal waste deposits made by pets on any Association Property, including landscaped areas, must be promptly cleaned up by the owner of the pet. Waste must be put in a tightly sealed plastic bag before being disposed of. Any resident not complying with this provision may be subject to discipline. Any damage caused by a pet shall be repaired/replaced at the pet owner's expense. This includes, but is not limited to, grass, plants, carpet, stained stucco, claw marks, etc.
6. Animals may not be raised, bred or kept for any commercial purposes.
7. Any person bringing an animal upon or keeping an animal in the Association is liable pursuant to the laws of the State of California to each and all persons for any injury or damage to persons or property caused by such animal.
8. The Association, acting through the Board of Directors, may seek removal of any animal that, in its opinion, constitutes a danger or nuisance to others. Such a determination will only be made after a Notice and Hearing opportunity are afforded to the Member/Owner of the subject animal. Furthermore, violation of this Pet Policy may result in levying of fines or other discipline after due process is provided.

9. When an offense occurs, a formal written Notice will be issued by the Association. Such notice will inform the Member and/or pet owner that the Rules have been broken and that corrective action must be taken immediately.
10. After an initial written warning for violations of the Governing Documents, further violations may result in a hearing followed by the imposition of all penalties provided for in the Governing Documents, including fines set forth in the Association's Fine Schedule. Furthermore, as may be appropriate, the Member and/or pet owner can be required to permanently remove the pet from the Association and the Member and/or pet owner can be barred from having other pets for at least one (1) year.
11. Notwithstanding the escalating fines and penalties referred to in the Fine Schedule, the Board of Directors can immediately remove, without notice, any pet which, in the Board's sole discretion, presents an immediate danger to the health, safety, or property of any Member, Resident, or others as specifically provided for in the Governing Documents. Additionally, if a pet endangers the health, safety or security of any Member or Resident or creates a nuisance or unreasonable disturbance, and if the danger is not immediate, the Board may call the pet owner to a hearing and, upon ten (10) days written notice, require the Member and/or pet owner to remove the pet from the Project.
12. A pet removed from the premises after Notice and a Hearing can be permanently barred from returning to the Association.
13. Each Member, Resident, or guest maintaining or bringing a pet within the common area shall be liable to other Members and their invited guests for any damage to persons or property caused by any pet brought or kept upon the Project by such person or by members of his or her family or invited guests.

Prohibited Animals

14. The Association is authorized to restrict other categories of animals which are considered dangerous as designated by the insurance industry or a governmental agency.

EXHIBIT A
Nuisance Pet Complaint Form
Approved _____

Date of Complaint: _____

Person Making Complaint: _____

Contact Phone Number: _____

Complaint:

DAVIS-STIRLING ACT

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Civil Code §4360. Notice and Approval of Rule Change by Board.

[**Old:** [Civ. Code §1357.130](#)]

(a) The board shall provide general notice pursuant to [Section 4045](#) of a proposed rule change at least 28 days before making the rule change. The notice shall include the text of the proposed rule change and a description of the purpose and effect of the proposed rule change. Notice is not required under this subdivision if the board determines that an immediate rule change is necessary to address an imminent threat to public health or safety or imminent risk of substantial economic loss to the association.

(b) A decision on a proposed rule change shall be made at a board meeting, after consideration of any comments made by association members.

(c) As soon as possible after making a rule change, but not more than 15 days after making the rule change, the board shall deliver general notice pursuant to [Section 4045](#) of the rule change. If the rule change was an emergency rule change made under subdivision (d), the notice shall include the text of the rule change, a description of the purpose and effect of the rule change, and the date that the rule change expires.

(d) If the board determines that an immediate rule change is required to address an imminent threat to public health or safety, or an imminent risk of substantial economic loss to the association, it may make an emergency rule change, and no notice is required, as specified in subdivision (a). An emergency rule change is effective for 120 days, unless the rule change provides for a shorter effective period. A rule change made under this subdivision may not be readopted under this subdivision.

(Amended by Stats. 2018, Ch. 836, Sec. 2, Effective Jan. 1, 2019.)



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Assembly & Non-Commercial Solicitation Rule Resolution

April 16, 2019

Person Submitting: Kevin Hubred, General Manager

Date Submitted: April 11, 2019

Resolution Content:

Whereas, at the February 19, 2019 Board meeting, the Board approved the following resolution:

“The Board approves the Assembly and Non-Solicitation Rules prepared by the association attorney as presented, pursuant to CC 4515 and 4360, to be included in the Oakmont News for dissemination to the members of the Association as soon as practicable”, and

Whereas, the Assembly Rules and application were distributed to the members in the March 15, 2019 edition of the Oakmont News, allowing for a 28-day review prior to discussion and potential approval of the new rule at the April 2019 Board meeting, be it resolved,

The Board approves the Assembly & Non-Commercial Solicitation Rule and Application as presented and amended, to become effective immediately.

Fiscal Impact: Indeterminate

Documents Attached: Assembly & Non-Commercial Solicitation Rule

OAKMONT VILLAGE ASSOCIATION

6637 Oakmont Drive, Suite A
Santa Rosa, CA 95409

March 15, 2019

Notice of Board's Proposed Adoption of Assembly and Noncommercial Solicitation Rules

Date: April 16, 2019

Time: 1:00 p.m.

Location: Berger Auditorium

Dear Homeowner:

Your Board is intending to adopt rules that address rights of owners and residents to assemble in the common area, and to petition other residents, regarding common interest development living or for social, political, or educational purposes. Please see the proposed rules enclosed.

The intended purpose and effect of these rules is to set forth requirements for Owners to comply with regarding the following matters:

- a. Peacefully assembling in the common area for purposes related to common interest development living, Association elections, legislation, election to public office or the initiative, referendum, or recall processes, and inviting public officials, candidates for public office, or representatives of homeowner organizations to speak on matters of public interest; and
- b. Petitioning the owners, the Board, and residents to attend the assemblies, and distributing information about common interest development living, association elections, legislation, election to public office, or the initiative, referendum, or recall processes, or other issues of concern to owners and residents.

The Board intends to adopt the rules at its Board meeting on Tuesday April 16, 2019, at 1:00 p.m., at the Berger Auditorium, 6633 Oakmont Drive, Santa Rosa, CA 95409.

You are invited to comment on these rules at the Board meeting before the Board adopts the rules.

Sincerely,
Board of Directors

Enclosures

Proposed Rules

ASSEMBLY AND NONCOMMERCIAL SOLICITATION RULES

I. Statement of Purpose

A. These Rules apply to Members and Residents in the Oakmont Village Association (“Association”) that want to exercise their rights pursuant to California Civil Code Section 4515 (effective January 1, 2018), or any comparable successor statute, to peacefully assemble and freely communicate with one another, and their guests and invitees, with respect to common interest development living or for social, political, or educational purposes within the Oakmont Village common interest development (the “Development”).

B. Civil Code Section 4515 supersedes any governing document provisions to the contrary and allows Members and Residents, and their guests and invitees, to peacefully assemble and meet during reasonable hours and in a reasonable manner using the Development’s common area or, with the consent of a Member, the Member’s separate dwelling unit, for (a) purposes related to common interest development living, Association elections, legislation, election to public office or the initiative, referendum, or recall processes, and (b) inviting public officials, candidates for public office, or representatives of homeowner organizations to speak on matters of public interest.

Civil Code Section 4515 allows Members and Residents, and their guests and invitees, to (a) canvass and petition the Members, the Association’s Board and Residents in the Development to attend these meetings, and (b) distribute or circulate in the Development, without prior permission, information about common interest development living, association elections, legislation, election to public office, or the initiative, referendum, or recall processes, or other issues of concern to Members and Residents.

C. The purpose of these Rules is to provide procedures for Members and Residents who wish to exercise their rights under Civil Code Section 4515.

D. Definitions:

The terms “Board”, “Community Facilities”, “Member”, “Development”, “Dwelling Unit”, and “Nuisances” used herein have the same definition as in the Association’s governing documents, including but not limited to the Association’s CC&Rs (“Declaration”), Bylaws and Rules.

The term “Resident” shall mean any person who resides in a Dwelling Unit owned by a Member.

The terms “Guest” and “Invitee” shall mean any person expressly invited by a Member or Resident to attend the meeting.

The term “Meeting” shall mean a meeting or assembly of persons.

E. For purposes of this Rule, use of the common facilities for meetings will be restricted to the Association’s Berger Building (auditorium, Room D, and Room G), Central Activities Center (CAC Room B), East Recreational Center (ERC auditorium and ERC conference room) and West Recreational Center (WRC auditorium) with the locations referred to collectively herein as the

“Designated Common Area.” The parking lot, parking spaces and any other community facilities areas within the Development shall not be used for meetings.

II. Application Process

Members of the Association and Residents residing in the Development may submit a written request to the Association’s manager for use of the designated common area to schedule a meeting relating to common interest development living, Association elections, legislation, election to public office or the initiative, referendum, or recall processes, and/or inviting public officials, candidates for public office, or representatives of homeowner organizations to speak on matters of public interest. The request must be submitted on the Association’s Application form which may be obtained from the Association’s manager.

The Application must be submitted to the Association’s manager no less than thirty (30) days prior to the proposed meeting date, and must state:

- (1) the name, address, phone number (and email address, if any) of the Member(s) or Resident(s) submitting the request. A Resident making such a request must also confirm the name of the owner Member of the Dwelling Unit occupied by the Resident;
- (2) the specific nature and purpose of the meeting, including identifying any public officials, candidates for public office, or representatives of homeowner organizations invited to speak at the meeting;
- (3) the location of the designated common area for the meeting (designating either the Berger Building (specifying the auditorium, Room D and/or Room G), Central Activities Center (CAC Room B), East Recreational Center (ERC auditorium and/or ERC conference room) and West Recreational Center (WRC auditorium));
- (4) the requested date, commencement time and ending time of the meeting;
- (5) the names of any guests ~~and invitees~~ of the requesting Member/Resident to be invited by the requesting Member/Resident to attend the meeting;
- (6) the maximum number of Members, Residents, and invitees of Members and Residents that will be attending the meeting (as each of the designated common area has a different occupancy limit); and
- (7) the requesting Member/Resident’s acknowledgment that he or she has read these Assembly and Noncommercial Solicitation Rules in their entirety and agrees to fully comply with the terms and conditions for the meeting as set forth in these Rules.

No fees or deposit will be charged by the Association to the requesting Member or Resident for use of the designated common area. The requesting Member/Resident is responsible for setting up the designated common area for the function being hosted (chairs, tables, etc.). If the requesting Member/Resident wants the Association to handle the set-up of the room, then (1) the Member/Resident shall pay a set-up fee to the Association, with the amount to be confirmed with the

Association's manager based on the requested set-up of the designated common area, (2) the Member/Resident must submit with its application the Association's Facility Set-up Information form, and (3) the sections of the form relating to Audio Visual + Screen, provision of alcohol and catering do not apply to use of the designated common area authorized herein.

If the Association obtains single event insurance coverage, the costs will be incurred by the Association and not charged to the requesting Member or Resident.

The Association's manager shall review the Application with the Board and send a written response to the requesting Member/Resident approving or denying the Application within 10 (ten) days of receipt of the Application.

III. Rules for Approval of Meeting

A. The meeting shall not be open to attendance by the general public and the general public shall not be solicited to attend the meeting. The meeting may only be attended by Members, Residents, and guests and invitees of Members and Residents, as well as any public officials, candidates for public office, or representatives of homeowner organizations who will be speakers at the meeting.

1. A guest list must be provided by the requesting Member/Resident at the entrance to the designated common area for the meeting and all attendees of the meeting must sign the guest list, print their names, and identify whether they are a Member, Resident, speaker, or a guest or invitee of a Member or Resident (and state the name of the Member or Resident who invited them).

2. The maximum number of attendees allowed will be determined by the Association's manager based on the common facility identified in the Application as the designated common area as each of the common facilities has a different occupancy limit. The maximum number of attendees includes the requesting Member/Resident, their guests and invitees, and any speakers.

B. A meeting shall not be approved for a date and time when the designated common area is previously booked for another private event or for use by the Board or Association.

C. Any meeting must be for a reasonable time limit not to exceed four hours, and may not commence before 9:00 a.m. or end after 9:00 p.m. on the day of the meeting.

D. The Member or Resident requesting the meeting must be present at, and conduct, the meeting. If the requesting party is not present, the other attendees will be asked to leave and the event will be cancelled.

E. No alcohol, controlled substances or tobacco are permitted at the meeting. Attendees who appear to be under the influence of alcohol or controlled substances, or smoking tobacco, will be asked to leave.

F. No radios, boom boxes, live music, or disc jockeys are allowed. Any voice amplification or PA systems or bullhorns must be used at a reasonable volume level, and the meeting must be conducted in a manner so as to not disturb or annoy other Members or Residents or unreasonably interfere with the use of the Development by other Members and Residents, or otherwise constitute offensive conduct or

a nuisance as defined in the Declaration.

G. The meeting must be conducted in compliance with all laws. If laws are being violated, the violating party will be asked to leave.

H. At the end of the meeting, the requesting Member or Resident is responsible for cleaning and restoring the condition of the designated common area to its condition prior to the start of the meeting. The references herein to designated common area include any equipment of the Association for set-up of the designated common area. If the requesting Member or Resident fails to clean and restore the condition of the designated common area to its condition prior to the start of the meeting, then the Association may incur the costs to clean and restore the designated common area to its pre-meeting condition and recover those costs by imposing a Special Charge and Assessment against the Member, or in the event the meeting is requested by a Resident then against the Member who owns the Dwelling Unit in which the requesting party resides, pursuant to the Declaration, Article V, Section 3(b), Special Charges, Assessments and Liens.

I. In the event of damage to, or destruction of, any portion of the designated common area caused at the meeting by any Member, Resident, or their guests and invitees, then the Association may incur the costs to repair the damage to the designated common area and to restore the designated common area to its pre-meeting condition and recover those costs by imposing a Special Charge and Assessment against the Member, or in the event the meeting is requested by a Resident then against the Member who owns the Dwelling Unit in which the requesting party resides, pursuant to the Declaration, Article V, Section 3(b), Special Charges, Assessments and Liens. The references herein to designated common area include any equipment of the Association for set up of the designated common area.

J. The requesting Member/Resident is required to provide adequate security that is appropriate for the size and nature of the meeting, which may include but is limited to providing a security guard, with the costs of security to be paid by the requesting Member/Resident.

IV. Soliciting Attendance for the Meeting

A Members or Residents may canvass and petition the Members, the Association's Board, and Residents to attend the meeting at reasonable hours and in a reasonable manner.

1. No canvassing or petitioning activities shall be conducted before 9:00 a.m. or after 9:00 p.m.
2. No canvassing or petitioning shall be conducted in such a manner so as to disturb or annoy other Members or Residents or unreasonably interfere with the use of the Development by other Members and Residents, or otherwise constitute offensive conduct or a nuisance as defined in the Declaration.
3. No fliers may be placed on windshields or other parts of vehicles parked in the community facilities parking spaces.

V. Distributing and Circulating Information

A. Members or Residents may distribute or circulate, without prior permission from the Association, information about common interest development living, association elections, legislation, election to public office, or the initiative, referendum, or recall processes, or other issues of concern to Members and Residents at reasonable hours and in a reasonable manner.

1. No distribution or circulating of information activities shall be conducted before 9:00 a.m. or after 9:00 p.m.

2. No distribution or circulating of information shall be conducted in such a manner so as to disturb or annoy other Members or Residents or unreasonably interfere with the use of the Development by other Members and Residents, or otherwise constitute offensive conduct or a nuisance as defined in the Declaration.

3. No fliers may be placed on windshields or other parts of vehicles parked in the common area parking spaces.

CERTIFICATE OF ADOPTION OF RULE

I hereby certify that I am the Secretary of Oakmont Village Association and further certify that these Rules were adopted by the unanimous vote of the Board of Directors on _____, 2019.

Executed _____, 2019.

By: _____, Secretary

**APPLICATION AND CONDITIONS FOR RESERVATION AND USE OF OAKMONT VILLAGE
ASSOCIATION COMMON FACILITIES FOR ASSEMBLY (Civil Code Section 4515)**

The following Application by Owner/Resident (“Applicant”) for use of the Association’s common facilities for assembly is submitted for approval to the Association by mailing/emailing to the Association manager at the address below, **with Owner/Resident hereby declaring the intended use is to “peacefully assemble and freely communicate with one another and with others with respect to common interest development living or for social, political, or educational purposes.” (Civil Code Section 4515)**

A. Members of the Association and Residents residing in the Development may apply to the Association’s manager for use of the designated common area to schedule a meeting relating to common interest development living, Association elections, legislation, election to public office or the initiative, referendum, or recall processes, and/or inviting public officials, candidates for public office, or representatives of homeowner organizations to speak on matters of public interest.

1. For purposes of this application, “designated common area” shall either be the Association’s Berger Building (auditorium, Room D, and Room G), Central Activities Center (CAC Room B), East Recreational Center (ERC auditorium and ERC conference room) and West Recreational Center (WRC auditorium).

B. Under Location below, Applicant must confirm the designated common area for the meeting by designating either the Berger Building (specifying the auditorium, Room D and/or Room G), Central Activities Center (CAC Room B), East Recreational Center (ERC auditorium and/or ERC conference room) and West Recreational Center (WRC auditorium)).

C. Under Type of Event below, Applicant must confirm the specific nature and purpose of the meeting, including identifying any public officials, candidates for public office, or representatives of homeowner organizations invited to speak at the meeting.

D. Applicant must also submit a separate list with the Application of the names of any guests ~~and invitees~~ of the Applicant to be invited by the Applicant to attend the meeting. The meeting may not be open to the general public. Applicant must specify the maximum number of attendees, which includes the requesting Owner/Resident Applicant, their guests and invitees and any speakers. The Association’s manager will confirm the maximum number of attendees permitted in the designated common area specified in the Application, as each of the common facilities has a different occupancy limit.

E. At the meeting, Applicant must provide a guest list at the entrance to the designated common area and all attendees of the meeting must sign the guest list, print their names, and identify whether they are a Member, Resident, a guest or invitee of a Member or Resident (and state the name of the Member or Resident who invited them), or a speaker.

F. Such a meeting shall not be approved for a date and time when the designated common area is previously booked for another private event or for use by the Board or Association.

G. Any such meeting must be for a reasonable time limit (not to exceed four hours), and may not commence before 9:00 a.m. or end after 9:00 p.m. on the day of the meeting.

H. The Applicant requesting the meeting must be present at, and conduct, the meeting. If the requesting Applicant is not present, the other attendees will be asked to leave and the event will be cancelled.

I. No alcohol, controlled substances or tobacco are permitted in such a meeting at the designated common area. Attendees who appear to be under the influence of alcohol or controlled substances, or smoking tobacco, will be asked to leave.

J. No radios, boom boxes, live music, or disc jockeys are allowed. Any voice amplification or PA systems or bullhorns must be used at a reasonable volume level, and the meeting must be conducted in a manner so as to not disturb or annoy other Members or Residents or unreasonably interfere with the use of the Project by other Members and Residents, or otherwise constitute offensive conduct or a nuisance as defined in the Association's CC&Rs.

K. The meeting must be conducted in compliance with all laws. If laws are being violated, the violating party will be asked to leave.

L. The requesting Member/Resident is responsible for setting up the designated common area for the function being hosted (chairs, tables, etc.). If the requesting Member/Resident wants the Association to handle the set-up of the room, then (1) the Member/Resident shall pay a set-up fee to the Association, with the amount to be confirmed with the Association's manager based on the requested set-up of the designated common area, (2) the Member/Resident must submit with its application the Association's Facility Set-up Information form, and (3) the sections of the Facility Set-up Information form relating to Audio Visual + Screen, provision of alcohol and catering do not apply to use of the designated common area for which this Application is submitted.

M. At the end of any meeting, Applicant is responsible for cleaning and restoring the condition of the designated common area to its condition prior to the start of the meeting. The references herein to designated common area include any equipment of the Association for set-up of the designated common area. If Applicant fails to clean and restore the condition of the designated common area to its condition prior to the start of the meeting, then the Association may incur the costs to clean and restore the designated common area to its pre-meeting condition and recover those costs by imposing a Special Charge and Assessment against the Applicant-Owner, or in the event the meeting is requested by a Resident-Applicant then against the Owner who owns the Unit in which the Applicant resides, pursuant to the Association's CC&Rs, Article V, Section 3(b), Special Charges Assessments and Liens.

N. In the event of damage to, or destruction of, any portion of the designated common area caused at the meeting by any Applicant, Owner, Resident, or their guests and invitees, then the Association may incur the costs to repair the damage to the designated common area and to restore the designated common area to its pre-meeting condition and recover those costs by imposing a Special Charge and Assessment against the Applicant-Owner, or in the event the meeting is requested by an Applicant- Resident then against the Owner who owns the Dwelling Unit in which the Applicant resides, pursuant to the CC&Rs, Article V, Section 3(b), Special Charges Assessments and Liens.

O. The Applicant is required to provide adequate security that is appropriate for the size and nature

of the meeting, which may include but is limited to providing a security guard, with the costs of security to be paid by the Applicant.

P. No fees or deposit will be charged by the Association to the requesting Member or Resident for use of the designated common area, other than the set-up fee pursuant to Section L above if set-up of the designated common area by the Association is requested by the Member or Resident. If the Association obtains single event insurance coverage, the costs will be incurred by the Association and not charged to the requesting Member or Resident.

Q. The Association's management shall review the written request with the Board and send a written response to the Applicant approving or denying the request within 10 (ten) days of receipt of the written request.

Applicant for assembly use of the designated common area, and, if the Applicant is a resident, then also the Owner of the dwelling unit in which Applicant resides, hereby acknowledges that Applicant and Owner have read the Association's Assembly and Noncommercial Solicitation Rules in their entirety and agree to fully comply with, and be bound by, the terms and conditions for the meeting as set forth in those Rules and in this Application.

Signature of Applicant: _____ Date: _____
(Print Name): _____

Signature of Owner: _____ Date: _____
(Print Name): _____

DETAILS OF EVENT

Location: _____

Type of Event: _____

Number of people attending: _____ (including Applicant, guests, invitees and any speakers)
[The maximum number of attendees varies depending on the specific designated common area and should be confirmed with the Association's manager.]

Date of Reservation: _____

Hours of Reservation: _____

Name of Applicant (printed): _____

Signature of Applicant: _____ Application Date: _____

Applicant's Phone #: _____ Unit #: _____

Applicant email: _____

Applicant is [check box]: Owner: _____ Resident: _____ **If Applicant is not the Owner**, then the name of the Owner of the Unit in which Applicant resides is _____,

Owner's phone number is _____ and Owner's email is: _____.

Security will be provided [check box]: _____ Yes / _____ No

Set-up of the designated common area by the Association is requested, and the Association's Facility Set-up Information form is being submitted by Applicant as part of, and concurrent with, this Application. [check box]: _____ Yes / _____ No

Send this Application by U.S. Mail to:

OAKMONT VILLAGE ASSOCIATION
Attention: General Manager
6637 Oakmont Drive, Suite A
Santa Rosa, CA 95409

**or by email to Kevin Hubred, the Association's general manager, at:
kevin@oakmontvillage.com**

APPROVAL OF APPLICATION:

The Application of _____ for use of the common designated area (_____), on _____, from _____ to _____, is approved by the Association on the terms and conditions set forth above and upon acceptance of the following conditions:

1. The maximum number of attendees, including of attendees, which includes the requesting Owner/Resident Applicant, their guests and invitees and any speakers, is _____ based on the specified designated common area.
2. **If Applicant has submitted the Association's Facility Set-up Information form**, then Association will set up the designated common area for a fee of \$ _____, payable no later than 48 hours in

advance of the date of the event. The Set-up will not include providing Audio Visual or Screen, and Applicant is not allowed to provide alcohol at the event or have the event catered.

By: _____
(sign name)

(print name)

(title)

ACKNOWLEDGMENT AND ACCEPTANCE OF APPROVAL to be completed and mailed or mailed to the Association at the address above if additional conditions are set forth immediately above for the Approval:

Applicant, and if Applicant is not the Owner then also the Owner of the dwelling unit in which Applicant resides, hereby acknowledges and accepts the additional conditions set forth immediately above for the use of the designated common area.

Signature of Applicant: _____ Date: _____
(Print Name): _____

Signature of Owner: _____ Date: _____
(Print Name): _____

CAC Pool Re-plastering Resolution

April 16, 2019

Person Submitting: Kevin Hubred (GM) and Rick Aubert (FM)

Date Submitted: April 12, 2019

Resolution Content:

Whereas, the Central Activities Center (CAC) pool needs resurfacing, which is scheduled in the reserve study for 2019, and

Whereas, the reserve study reflects the cost of \$100,617 to resurface the pool, and

Whereas, OVA contacting multiple pool service companies with only two responses from Adams Pool Solutions and Johnson Pool Service who have submitted proposals for resurfacing the pool, and

Whereas, on April 11, 2019 the Finance Committee made the following recommendation to the Board: To approve the contract with Adams for the CAC pool refinishing in the amount of \$62,850 with funds allocated from the reserve account, be it resolved that:

The Board approves the Adams Pool Solutions contract for \$55,600 plus \$7,250 for the upgraded Quartz finish for the total amount of \$62,850, plus 10% contingency for the amount NTE \$69,135 with funds allocated from the reserve fund.

Fiscal Impact: NTE \$69,135 Reserve Expense

Documents Attached: Adams Pool Solutions and Johnson Pool Service Proposals

ADAMS POOL SOLUTIONS

3675 Old Santa Rita Road

Pleasanton, CA. 94588

State License #726779

March 22, 2019

Rick Aubert
Oakmont Village Association
6637 Oakmont Dr., Suite A
Santa Rosa, CA 95409

Dear Rick,

Thank you for allowing me to submit a proposal for the work on this pool. Adams Pool Solutions is a sixty year old company. Started in 1950 the Company is owned by the family's second generation. We have worked on thousands of pools and have the knowledge to handle all types of pool construction and renovation. I also have forty-four years experience in the pool construction industry. When doing business with Adams you have a field supervisor and a scheduler in our office specifically assigned to you throughout the project.

There are a few things that will be required to meet code which I have included. As for the entry rails, I have included removing the two at each end and patching the deck as well as installing two new figure four rails at the center of the steps. We won't know if that style rail will be allowed until plans are submitted to the health department. By replacing the automatic fill device we will be allowed to cap off and cover over the skimmer equalizer lines. This will be far less expensive than splitting all the equalizer lines. The autofill likely won't keep the pool full enough all the time but you said you used a hose most of the time to keep it full anyway. I also found that the skimmer next to the autofill is cracked and leaking. This will have to be replaced and is included in my proposal. Be assured that your business is important to me and if you have any questions or would like to discuss this in more detail, please call.

Sincerely,
Steve Santoro
Adams Pool Solutions
(925) 408-5271

ADAMS POOL SOLUTIONS

3675 Old Santa Rita Road
Pleasanton, CA. 94588
State License #726779

March 22, 2019

RECEIVED APR 10 2019

Oakmont Village Association
Central Pool
310 White Oak Dr.
Santa Rosa, CA

SCOPE OF WORK – CENTRAL POOL

1. provide calculations and plans to obtain Health Permit
2. drain pool and drill weep holes
3. strip off old plaster to original surface
4. install non slip breakline tile on pool floor at 4½ ft. depth
5. install tile trim on entry steps per code
6. grind deck and install no diving tiles as required
7. install three 6” tile racing lanes with targets where applicable
8. replace broken autofill device and patch deck
9. cap skimmer equalizer lines to meet code with autofill
10. remove and replace broken skimmer including deck patch
11. remove two 3-bend entry rails and patch deck
12. install two figure four rails at center of steps if allowed
13. provide anti-entrapment grates per code
14. apply two coats of white plaster
15. provide AB1020 paperwork and submit upon completion

Total cost for pool work	\$ 55,600.00
Upgrade to Universal Cement Quartz finish	7,250.00
Upgrade to Pebble Sheen Arctic White	21,600.00

**Note: Actual cost of Health Permit will be additional when known.
Cost of building permit if required will be additional**

Any items required by the health or building departments that are not included in this proposal will result in an additional cost.

Steve Santoro
Adams Pool Solutions
(925) 408-5271



9650 OLD REDWOOD HWY.
WINDSOR, CA 95492
707.837.0866-TEL 707.837.8721-FAX
WWW.JOHNSONPOOLANDSPA.COM

Owner:
Oakmont Village - CAC Pool
310 Oakmont Dr.
Santa Rosa, CA

Job Address:
same

Representative :
Rick Aubert

Existing CAC Pool Details: Free form approx. 225 lineal ft.

Pool Renovation Scope of Work

- 1. Obtain all Building and Health Department permits. Permit allowance is \$1,500.
2. Drain pool and save existing coping and waterline tile. Remove belly band, swim lanes, and trim tile. Debris to be hauled
3. Remove existing plaster surface to accommodate new interior finish.
4. Demo plaster to locate old light niche. Allowance for labor is 4 hours.
5. Install new depth deck markers around pool perimeter, step trim, belly band at 4.5' depth mark, 3-50' x 6" swim lanes w/wall target. Tile to be 2"x2" flat black non-slip. Swim lane \$10 sq.ft. material allowance.
6. Replace autofill float valve. Install 2-new sets of plastic wall steps. Existing rails to remain.
7. Install new VGB approved drain covers and return fittings. Plaster over skimmer equalizers.
8. Re-plaster pool with white plaster finish. Fill pool with local tap water. Plaster 1 year warranty.
9. J-Pools to chemically balance pool water, clean filter, and re-start equipment.
10. One month free pool service after completion of start-up. No work to be done to the spa.
Any new signange required would be additional cost.

TOTAL: \$70,800

Separate Additional Costs:

- 1. To install white Commerical Quartz in lieu of white plaster (7 year warranty).....extra \$8,900
2. To install white Pebble-Fina silica sand plaster finish in lieu of white plaster (7 year warranty).....extra \$12,900
3. To install Cool Blue Pebble-Sheen small pebble finish in lieu of white plaster (10 year warranty).....extra \$34,900
4. Use existing light niche, conduit and install new 500w incadescent light fixture.....extra \$800
5. Replace existing light niche, use existing conduit and install new 500w halogen light fixture.....extra \$1,900
6. Install LED Large Light in lieu of 500w incadescent light.....extra \$750
7. Install 2-SR Smith aXs Handicap Lifts w/armrests at pool/spa into existing deck with core anchor.....extra \$13,900

If accepted, payments to be made as follows:

40% upon completion of demo, 50% upon completion of tile, 10% upon completion of contracted job.
A \$1,000 non-refundable deposit is required upon acceptance of this proposal.

Project Notes:

- 1. The scope of work of this proposal is limited to the specifications as delineated in the document. Any additional work, equipment and materials, not listed, will be billed out on a Time (\$110 per hour) and Materials (cost + 20%) basis with advanced approval by the client.
2. Johnson Pools Inc. will not be responsible for any damage to underground utilities unless the location(s) have been identified by the client prior to the commencement of work.
3. Additional costs will be incurred for concrete slabs that exceed 4" thick.
4. Additional charges up to \$4,500 will apply if gunite shell is found to be less than 5" thick.
5. Any extra work required by the County Health Dept. not included in this proposal will be provided at an additional cost.
6. Total price includes all materials, tax and labor.

Authorized Signature

[Handwritten Signature]

Acceptance of Proposal:

Date _____

Client Signature _____

This proposal expires 60 days from this date: 3-25-19

CAC

Oakmont Village Association
30 Year Expense Forecast - Detailed

Final

Prepared for the 2019 Fiscal Year

Reserve Component	Current Replacement Cost	Life Remaining	Useful /	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
444 - Pitched: Dimensional Composition 173 Squares- Activity Center	103,800	30	21															
704 - Gutters / Downspouts 1,009 Lin. Ft. Activity Center	23,500	30	21															
Total 05000 - Roofing	142,900				16,224													
08000 - Rehab																		
108 - General Activity Center	50,000	20	11															76,973
220 - Bathrooms 4 Restrooms & Locker Rooms	40,000	20	11															61,578
252 - Kitchen Activity Center Kitchen	15,000	20	11															23,092
354 - Cabinets 242 Lin. Ft. Cabinets & Countertops	24,200	30	21															
Total 08000 - Rehab	129,200																	161,643
11000 - Gate Equipment																		
780 - Pedestrian Gate 2 Pool Area Gates	11,200	8	4					13,102										17,932
Total 11000 - Gate Equipment	11,200							13,102										17,932
12000 - Pool																		
110 - Resurface 235 Lin. Ft. Pool	96,747	10	1		100,617													148,938
200 - Edge: Tile, Coping, Mastic 235 Lin. Ft. Pool	31,201	10	1		32,449													48,032
600 - Deck: Re-Surface 7,600 Sq. Ft. Pool & Spa Decking	2,280	5	1		2,371					2,885								3,510
700 - Equipment: Replacement Automatic Chlorinator	24,000	5	1		24,960					30,368								36,947
716 - Equipment: Replacement Automatic Pool Sweep	7,500	5	1		7,800					9,490								11,546
720 - Heater 2 Jandy Pool Heaters	22,880	5	1		23,795					28,950								35,223
732 - Filter 2 Pentair Sand Filters	6,240	10	8									8,540						
744 - Pumps 3 Variable Speed Pumps	9,360	6	1		9,734						12,317							15,585
756 - Cover Pool Cover	7,000	5	1		7,280					8,857								10,776
768 - Cover Pool Cover- Roller	5,000	20	1		5,200													
776 - Lighting 3 Pool Area Deck Lighting	8,538	20	17															
960 - Furniture: Misc Pool Area Furnishings	30,000	4	1		31,200				36,500				42,699					49,952
990 - Miscellaneous Drain Inspection and Repair	6,240	3	1		6,490		7,300				8,211			9,237				10,390
Total 12000 - Pool	256,986				251,896		7,300	36,500	80,550	20,529	8,540	42,699	9,237	294,972				75,927
13000 - Spa																		
100 - Re-Plaster Re-Plaster and Tile	8,707	10	1		9,055													13,404

CAC Saline System Solution Resolution

April 16, 2019

Person Submitting: Kevin Hubred (GM) and Rick Aubert (FM)

Date Submitted: April 12, 2019

Resolution Content:

Whereas, the Central Activities Center (CAC) pool is scheduled for upgrading the filtering system to saline, which is scheduled in the reserve study for 2019, and

Whereas, the reserve study reflects the cost of \$24,960 (Pool) and \$24,960 (Spa), totaling \$49,920 (for replacement of automatic chlorinators) to convert to a saline system solution, and

Whereas, OVA contacting multiple pool service companies with only two responses from Johnson Pool Service and Leslies Pool Service who have submitted proposals for the saline solution, and

Whereas, on April 11, 2019 the Finance Committee made the following recommendation to the Board: “The two quotes being so nearly identical, the committee recommended to award the work to whichever company could begin the work the soonest”, be it resolved that:

The Board approves the work to be performed by whichever company can schedule the work the soonest, for the amount up to \$32,114, plus 10% contingency, for the cost NTE \$35,325 with funds allocated from the reserve account.

Fiscal Impact: NTE \$35,325 Reserve Expense

Documents Attached: Johnson Pool Service and Leslies Pools Service Proposals



9650 Old Redwood Hwy.
 Windsor, CA 95492
 707.837.0866
 www.johnsonpoolandspa.com
 LIC#602946

Quote

Quote ID: 192230
 Customer ID: 7577
 Employee ID: tonyr
 Quote Expires: 5/9/2019

Oakmont Village Association
 Rick Aubert
 6637 Oakmont Drive Suite A
 Santa Rosa, CA 95409

Location:

Oakmont Village Association
 Rick Aubert
 6575 Oakmont Dr.
 Santa Rosa, CA 95409
 Home (707) 539-4534

Qty	Item	List Price	Unit Price	Total
1	INTELLICHLOR COMM 8# 40K GAL	\$10,364.95	\$10,364.95	\$10,364.95
35	Salt 40lb Bag	\$8.95	\$8.95	\$313.25
1	20K GAL COMMERCIAL INTELLICHLOR SCG SYSTEM	\$4,709.95	\$4,709.95	\$4,709.95
1	Salt 40lb Bag	\$8.95	\$8.95	\$8.95
2	110A CHEM CONTROLLER W/ REAL TIME CLOCK & MODULE	\$3,883.95	\$3,883.95	\$7,767.90
2	AK600 CO2 High Output controller system	\$2,234.95	\$2,234.95	\$4,469.90
20	Hourly Repair Labor	\$110.00	\$110.00	\$2,200.00

Sub Total	\$29,834.90
Taxes	\$2,279.88
Total	\$32,114.78

Additional Comments

CO2 tanks are not included and to be done by others.

Terms And Conditions

1. All orders are considered non-returnable once accepted.
2. Any product purchased that requires a permit is the customers responsibility unless otherwise specified and at a seperate additional cost.

Quote/Proposal Signature Acceptance Required:

 Signature

 Date



SANTA ROSA, CA #73
2460 MENDOCINO AVE

SANTA ROSA, CA 95403-3117
Phone # : (707)573-1522
Fax #...: (707)573-1810

Quote

Quote #: 446751 Quote Name: OAKMONT VILLAGE CENTRAL REMODEL QUOTE Date.....: 3/26/19
Customer: OAKMONT VILLAGE ASSOCIATION Customer #: 10732

Billing Address:

310 WHITE OAK DR 310 WHITE OAK DR
SANTA ROSA CA, 95409-5942

Shipping Address:

6637 OAKMONT DR STE A
SANTA ROSA CA, 95409-5955

Contact...: GIL

Phone...: () -

Email.:

Page: 1

Line #	Item #	Item Description	Qty	Unit Price	Ext Price
1	677460	MAGIC CHECK VALVE 2IN SLIP CHECK VALVE FOR HEATER REPLUMB	2	39.99	79.98
2	68255	FLWMTR FV-C-S WSAFETY FLPR NSF FLOW METER FOR REPLUMB	2	149.99	299.98
3	16470	40LB PROS PICK POOL SALT INITIAL SALT DOSE FOR NEW SALT CHLORINATORS	35	6.15	215.25
4	322454	PENTAIR 520975 COMMERCIAL PENTAIR INTELICHLOR SALT SYSTEM FOR POOL 1 PRIMARY CELL, 5 SECONDARY CELLS COMSYS-12	1	7899.99	7,899.99
5	900184	2 LOW SYSTEM AK600 PENTAIR ACU-TROL AK-CO2 SYSTEM	2	829.99	1,659.98
6	300092	LOAD CNTR W/O TRNSFRM 115/230V PENTAIR INTELICOM AUTOMATION PANNEL	1	549.99	549.99
7	314402	PENTAIR 521222 PENTAIR I10+3D AUTOMATION PERSONALITY KIT FOR POOL AND SPA (INSIDE OF INTELICOM PANNEL)	1	2059.99	2,059.99
8	300076	PENTAIR 520138 AUTOMATION INSIDE CONTROLL PANNEL	1	559.99	559.99
9	600858	SYSTEM EMERGENCY SHUT OFF PENTAIR LX8202 EMERGENCY SHUT OFF	1	479.99	479.99
10	901777	AK110 CONTROLLER ONLY PENTAIR ACU-TROL AK110 PH/ORP CONTROLLER SYSTEM FOR POOL AND SPA	2	2659.99	5,319.98
11	905498	COMSYS-02 SALT CHLOR 2LB PENTAIR COMMERCIAL INTELICHLOR FOR SPA 1 PRIMARY CELL COMSYS-2	1	1479.99	1,479.99
12	81310	RA-CHLOR-30029X 14# OFFLINE PENTAIR RAINBOW COMMERCIAL CHLORINE TABLET FEEDER 300-29X FOR CODE COMPLIANCY	1	89.99	89.99
13	98131	LBR-SERVICE LABOR REPAIR LABOR FOR ALL, WITH HEATER REPLUMB WITH SCH80C PVC 3 TECHS 2-3 DAYS	1	7000.00	7,000.00
14	68000	INSTALLATION MATERIALS MISC MATERIALS (CONDUIT, SCH80 PVC ECT)	1	1800.00	1,800.00



SANTA ROSA, CA #73
2460 MENDOCINO AVE

SANTA ROSA, CA 95403-3117
Phone # : (707)573-1522
Fax #...: (707)573-1810

Quote

Quote #: 446751 Quote Name: OAKMONT VILLAGE CENTRAL REMODEL QUOTE Date.....: 3/26/19
Customer: OAKMONT VILLAGE ASSOCIATION Customer #: 10732

Billing Address:
310 WHITE OAK DR 310 WHITE OAK DR
SANTA ROSA CA, 95409-5942

Shipping Address:
6637 OAKMONT DR STE A
SANTA ROSA CA, 95409-5955

Contact.: GIL

Phone...: () - Email: _____

Page: 2

Line #	Item #	Item Description	Qty	Unit Price	Ext Price
15	68008	PERMIT FEE SONOMA COUNTY PERMIT FEE	1	500.00	500.00
16	89999	TRIP-CHARGE	2	32.00	64.00

To Approve: Sign and Fax to KYLE MENIG (602)567-7986
For Question please call (916)291-0779
Signature...: _____ Date: _____

Sub-Total...: 23,059.10
Freight.....: .00
Tax.....: 1,940.20
Labor.....: 7,000.00
Total.....: 31,999.30

Print Name: _____

___ IF A CONTRACT IS REQUIRED TO COMPLETE JOB, LESLIES NEEDS TO APPROVE CONTRACT PRIOR TO JOB START DATE.
___ INVOICES IN EXCESS OF \$1,000 ARE SUBJECT TO A DOWN PAYMENT

THIS QUOTE IS MADE AS OF THE DATE SET FORTH ABOVE AND IS VALID FOR THIRTY (30) DAYS. UPON EXPIRATION OF THE 30 DAY PERIOD, PRICING AND OTHER COMPONENTS OF THE QUOTE ARE SUBJECT TO CHANGE. LESLIE'S RESERVES THE RIGHT TO MAKE ADJUSTMENTS IN FULL OR IN PART TO THE QUOTE FOR VARIOUS REASONS INCLUDING, BUT NOT LIMITED TO, CHANGING MARKET CONDITIONS, PRODUCT AND SERVICE DISCONTINUATION OR AVAILABILITY, MANUFACTURER PRICE CHANGES, ERRORS IN ADVERTISEMENTS OR QUOTES, OR STATE OR FEDERAL TAX CHANGES. LESLIE'S REQUIRES PAYMENT IN FULL ON ANY ORDER PRIOR TO ORDERING PARTS OR OUT-OF-STOCK ITEMS. UNLESS NOTED ABOVE, THIS QUOTE DOES NOT INCLUDE CHARGES FOR FREIGHT, MEDIA (I.E., SAND, SALT OR DIATOMACEOUS EARTH), OR INSTALLATION. LESLIE'S DOES NOT CERTIFY NOR WARRANT THE CONDITION OF OWNER'S POOL OR EQUIPMENT. IT IS THE RESPONSIBILITY OF THE POOL OWNER/OPERATOR TO MAINTAIN THEIR POOL ACCORDING TO ALL STATE AND LOCAL HEALTH CODE STANDARDS AND REGULATIONS.

Thank you for shopping with Leslies

BERGER EQUIPMENT UPGRADE RESOLUTION

April 16, 2019

Person Submitting: Heidi Klyn

Date Submitted: April 9, 2019

Resolution Content:

Whereas, a proposal was submitted for the replacement of the AV equipment at the Berger, with only the projector being replaced recently (approx \$17K) as part of a potential solution to problems when displaying movies, you tube videos and other videos, and

Whereas, the Berger AV equipment is still failing and causing issues at events on a more routine basis and it has been recommended again that an upgrade is needed, and

Whereas, the new AV system in the East Rec is much simpler to use and is portable should any major changes need to be made to the Berger auditorium (common equipment), and

Whereas recommended new AV new system could be used directly with Bluetooth hearing aids or Loop enabled devices. The Solstice device is usable with all devices without the need of cables, dongles, or flash drives and the same with Power Point Presentations, Movies, Music, and live stream and You Tube, and

Whereas, the Reserve Study reflects the cost of replacing the AV equipment in the amount of \$88,990 to be spend in 2021, be it resolved:

The Board approves the AV upgrade to the Berger Auditorium for the amount of \$58,706.26, plus 10% contingency for the total amount NTE \$64,580 with funds allocated from the Reserve Account.

Fiscal Impact: NTE \$64,580

Documents Attached:

1. PCD proposal
2. Berger Update
3. Reserve Study - Berger/AV
4. AV Club Report

PCD
 1032 MAXWELL DRIVE fax (707) 546-3633
 SANTA ROSA, CA 95401 (707) 575-6818
 Contractor's License Number 527657

Revised Quote

Quoted to:
Oakmont Village Association Kevin Hubred –GM 6637 Oakmont Drive Santa Rosa, Ca. 95409 707-539-1611 kevin@oakmontvillage.com

Job Name / Location:
Berger Center AV system

Date: Mar 25, 2019
Bid Date:
Quote #:
Terms: Per negotiated contract.

Quoted By	Scope Letter Previously Sent?
John Rudolph	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

JOB DESCRIPTION	BID PRICE
Complete AV upgrade for Berger Center	\$56,092.00
PCD to provide and install a new AV system to include new wiring, input plate at stage, new loudspeakers and subwoofers, new equipment rack with locking front door, amplifier, switcher, new Blu Ray DVD, color touch panel at rack and Wifi adapter and IPAD for wireless control and custom programming to make it all work with existing power distribution, projection screen, CD cassette player, assisted listening systems and choir microphones. Engineering, materials, tax and labor is included.	
Audio Everywhere	\$1,317.04
PCD to provide and install a network appliance to the wifi network and sound system to allow users to hear the audio through the smart phones using an app and ear / headphones. Total includes tax and installation. Note– will require your IT network support for configuring on the network.	
Option—Mersive Technologies Solstice wireless collaboration device	\$1,297.22
PCD to provide the Mersive Solstice wireless collaboration device for wireless presentation including wiring and configuration as well as programming for set up.	
Exclusions – No conduit or electrical work is included in this quote. It is assumed that the existing electrical infrastructure is in good condition and that electrical power distribution was done properly to ensure that ingress of electrical ground interference is not an issue now nor will it be on the new system. It is noted that this is a issue often with high quality AV systems and the appropriate isolated grounded electrical circuits to the AV rack and projector are critical to be isolated from the building with regard to grounding.	
Total	\$58,706.26

PCD
 1032 MAXWELL DRIVE fax (707) 546-3633
 SANTA ROSA, CA 95401 (707) 575-6818
 Contractor's License Number 527657

Revised QUOTE

Quoted to:	Job Name / Location:	Date: April 5, 2019
Oakmont Village Association 6637 Oakmont Drive, Suite A Santa Rosa, Ca. 95409 Attn. - David Rearden / Iris Harrel davidsearden@gmail.com	Oakmont East Rec Center AV system upgrades 2018	Bid Date: Quote #:
		Terms: Per negotiated contract.

Quoted By	Scope Letter Previously Sent?
John Rudolph	<input type="checkbox"/> YES <input checked="" type="checkbox"/> NO

JOB DESCRIPTION	BID PRICE
AV System Upgrade	\$68,504.99
PCD to provide and install a new AV system but will re-use the existing rack, DVD VCR, CD cassette, Furman Power conditioner, Oppo Blu Ray, microphone wall plates and projection screen. PCD will provide and install a new laser projector, provide and install a new mount and lens for projector, cabling for HD 4K transport wiring to projector from Rack equipment along with new wiring to floor box and to wall plate next to rack. PCD would provide and install a new sound system to include (2) BOSE professional column speakers to the left and right of the screen as well as a new white sub-woofer mounted up high in the room where one of the existing speaker is located. A new replacement floor box will be installed to replace existing with black sandtex finish to reduce scuffing. Also included will be a new switcher 4K capable to route the signals and allow control over the various components and will be incorporated with a new color touch panel custom programmed and mounted in the rack. There will also be a wireless (IPAD) emulating the same functions wirelessly in the room for remote applications where the operator needs to be in the back of the room. PCD will clean up the existing rack and ensure the end package is professionally executed with clean and tidy wiring and secure for safety and theft prevention. Tax and installation as well as an "as built" documentation, narrative instruction document and training at the end is included.	
Optional Assisted Listening—Audio Anywhere system	\$2,416.40
PCD to provide and install a Listen Technologies Audio Anywhere system to include (8) telecoil lanyards that can be plugged into a wifi enabled phone and allow the users to not have to use their headphones to listen. Tax and installation included.	
Optional Conference Room AV	\$12,309.20
PCD to provide and install a new 75" flat panel commercial monitor, articulating arm mount, cabling to a new floor box for under the conference table and AV inputs that will be routed up to the table where a new table top hideaway cable cubby with touch screen will be installed to control the TV and the sound system for that room and will mute the audio from the main room. New speakers are to be installed along with small for amplifier for a complete AV presentation system in that room. Tax and installation is included.	
Optional Apple TV for Conf room and Main System (1) each	\$1266.33
PCD to provide and install a APPLE TV gen 4 wireless device and connect and program to the conference room and to the Main system for wireless airplay and stream capabilities including tax and installation.	
Exclusions— No conduit or electrical work is included in this quote. Audio Anywhere assumes that there is already an existing Wifi System installed and will need the IT person involved when we set that up. The saw cut of the loop system into the floor to be done by the General Contractor and PCD will guide and instruct that scope. Note— Conference Room AV will need to be field verified for capability before acceptance to ensure that the pathways of cabling can be made and the TV can be mounted.	

April 8, 2019

Notes regarding Berger AV for OVA BOD meeting of April 16, 2019

From: Jane Gyorgy, Chair Oakmont AV Coordinators (AVC)
Iris Harrell, Chair Oakmont Building Construction Committee (BCC)
David Dearden, Vice-Chair BCC

To: Kevin Hubred, Heidi Klyn, and the Oakmont BOD

Proposal

Attached, please find bids from PCD to upgrade the AUDIO VISUAL system at the Berger Center.

This AV equipment will mirror the new AV system in the East Rec, and will resolve problems with the failing Berger systems. Additionally, having attended recent orientations with Iris and David and last Friday's training of the maintenance department, I can vouch for the significant improvements the new systems have brought to the ERC and will bring to the Berger.

We urge you to consider the entire proposal, much of the new equipment is "portable" when the Berger auditorium is renovated or replaced.

The proposal includes Audio Everywhere (AE), which unlike older t-coil (loop) systems directs sound to hearing aids with a Bluetooth signal. Hearing aids are designed for either a loop or Bluetooth, but not both. AE represents a significant improvement over t-coils and uses Wi-Fi technology and a smart phone to control the hearing aids. AE is expected to supersede t-coil systems within the next 5-10 years.

The proposal also includes a Solstice system. Solstice allows wireless utilization on either Android or Apple devices (phones, iPads, notebooks PC's, Mac's, and all laptops) eliminating a need for cables, dongles, or flash drives. Music, movies, PowerPoint presentations, live stream, and YouTube will all be accessible without a plug-in connection. As technology moves away from peripherals to wireless device screen sharing, we will be prepared. Already, many venues are utilizing this system for public presentations. Solstice functionality includes,

- Any number of users can share unlimited content on the display, including desktop/screen mirroring;
- Support for Mac and Windows laptops, Apple and Android smartphones and tablets;
- Share device desktops/screens, images, app windows, web content and video;
- Built-in Wi-Fi hotspot;
- Best-in-class security, moderation, and management features.

Thank you for putting this on the agenda for approval at the next BOD meeting. The hardware and installation outlined in the PCD proposal will provide reliable, state of the art AV for the Berger Center.

Background

The existing Berger AV System no longer meets the minimum performance needs of Oakmont's principal meeting place. AV presenters have well documented problems they have experienced w the Berger AV system. Some of the issues AV presenters have reported in the last year are,

- Sudden failures of the system during presentations;
- Failure to restart following unexpected shut downs;
- Loss of connectivity between rack and stage/presenter;
- System inability to access some devices and program formats;
- Very poor audio quality to the point of speech unintelligibility.

In the last few months Rick Aubert, Kevin Hubred, and Jane Gyorgy have lead efforts to make repairs to the existing AV system. Despite fixes by Oakmont's AV service vendor, PCD, (audio upgrades, including speaker replacement, new projector, cabling to the projector, and other work) we continue to have AV breakdowns. These failures have interrupted scheduled events and have lead to the cancellation of some classes. PCD Vice President, John Rudolph has thoroughly assessed the system and reports that numerous components are outdated and can no longer support the demands of current AV technology.

PCD findings include,

- *...the switcher and the wall plate at the stage with wiring to the switcher are not yet upgraded and therefore are not passing the high resolutions needed to be a matched and compatible system. Additionally, with the use of Mac laptops adds another dimension of complexity in the passing of signal as the macs are a little finicky with HDCP handshaking through the system and to the display (projector) and requires components that can be set in the software to correctly adjust to the resolutions being produced by the source (laptop) so they can pass whatever is coming in correctly to the system. This again is attributed to the wiring from the wall plate to the rack and the rack switcher.*
- *...not the appropriate engineered speaker for the space as they are a point and shoot speaker with a 90 degrees by 90 degrees horn, which basically throws out high frequencies to everywhere the speakers are pointed. Additionally, the high frequency horns were blown on the speakers above the stage so they were getting only the 12" speaker for sound. Finally, they had 2 speakers at the stage proscenium and they were sending conflicting reflections to the room that were so bad for intelligibility that they were impossible to equalize for a clear sound we are getting reflections off the floor and bouncing off the floor to the walls and then back into the room causing multiple audio signal from multiple locations which causes terrible intelligibility. Then you add the side speakers the entire room becomes a terrible speech intelligibility mess;*
- *The cabinet you have in there is for a living room. It is a quasi suitable cabinet but not enough room to be beneficial to accommodate the needs of the equipment and has some very odd space being retrofitted with shelf standing racks to accommodate the amplifiers etc.;*
- *...having wires out the back of the wood cabinet and then back into the lower section or through right section to connect to the equipment installed. It is funky and inappropriately matched for the needs of the space.*

New equipment provided in these bids and other equipment recently provided by PCD will be re-installed in the renovated or new Berger Center.

Berger

Oakmont Village Association
30 Year Expense Forecast - Detailed
Final

Prepared for the 2019 Fiscal Year

Reserve Component	Current	Life	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
	Replacement	Useful /															
740 - Piano Baby Grand Piano	10,000	30 19															
744 - Piano Grand Piano	50,000	30 19															
Total 14000 - Recreation	60,000																
18000 - Landscaping																	
420 - General Repairs/Upgrades Berger Landscaping	70,000	10 3				78,740										116,555	
Total 18000 - Landscaping	70,000					78,740										116,555	
20000 - Lighting																	
100 - Exterior: Misc. Fixtures 13 Building Lights	12,000	15 3				13,498											
260 - Bollard Lights 35 Berger Exterior	42,000	20 17															
276 - Pole Lights 12 Courtyard Light Standards	18,000	20 17															
404 - Interior Berger Center	110,000	20 3				123,735											
Total 20000 - Lighting	182,000					137,233											
21000 - Signage																	
310 - Bulletin Boards Berger Exterior	8,000	10 5						9,733									
796 - Monument Berger Monument Sign	5,034	20 0	5,034														
Total 21000 - Signage	13,034		5,034					9,733									
23000 - Mechanical Equipment																	
232 - HVAC 5 Attic- Trane Climate Changers	68,300	15 3				76,828											
600 - Water Heater Berger Water Heater	7,500	10 3				8,436										12,488	
Total 23000 - Mechanical Equipment	75,800					85,265										12,488	
24000 - Furnishings																	
908 - Miscellaneous Berger Center Furnishings	215,000	20 3				241,846											
932 - Window Coverings Window Treatments & Curtains	58,000	15 3				65,242											
Total 24000 - Furnishings	273,000					307,088											
24500 - Audio / Visual																	
300 - PA System Berger PA System	40,000	15 3				44,995											
900 - Miscellaneous Berger AV Equipment	40,000	15 3				44,995											
Total 24500 - Audio / Visual	80,000					89,990											
25000 - Flooring																	
204 - Carpeting 476 Sq. Yds. Interior Carpet	28,560	10 3				32,126											47,554
400 - Tile 528 Sq. Ft. Restroom Floor Tile	16,000	20 3				17,998											

CETC Recommendation for Committee Reports Resolution

April 16, 2019

Person Submitting: Kevin Hubred, GM

Date Submitted: April 11, 2019

Resolution Content:

Whereas, at the March 19, 2019 Board meeting, the Board approved the Committee Goals, and

Whereas, the CETC Committee's goal was to recommend that the Board formally request that Committee's provide a brief report at each Board meeting on milestones, goals and goals met with a rotation to allow three (3) to four (4) committees to report monthly to allow each committee to provide a report on a quarterly basis, and

Whereas, the reports will be published in the Oakmont News for broader education of all Oakmont members and to encourage greater attendance at Board meeting, be it resolved:

The Board will formally request that each Committee provide a brief report at Board meetings on milestones, goals and goals met, with a rotation of three (3) to four (4) committees to report monthly so that all committees will report on a quarterly basis. The reports will be published in the Oakmont News for broader education of all Oakmont members.

Fiscal Impact: None

Documents Attached: None

Meadowgreen 2 HOA/Annadel Access Resolution

April 16, 2019

Person Submitting: Paul Wycoff, Meadowgreen 2 HOA

Date Submitted: April 10, 2019

Resolution Content:

Whereas, Paul Wycoff, Meadowgreen 2, HOA requested adding an agenda item to the board meeting to discuss the option of installing a bridge from Meadowgreen 2 to Wild Oak HOA by obtaining an easement to gain permanent access to Annadel State Park, and

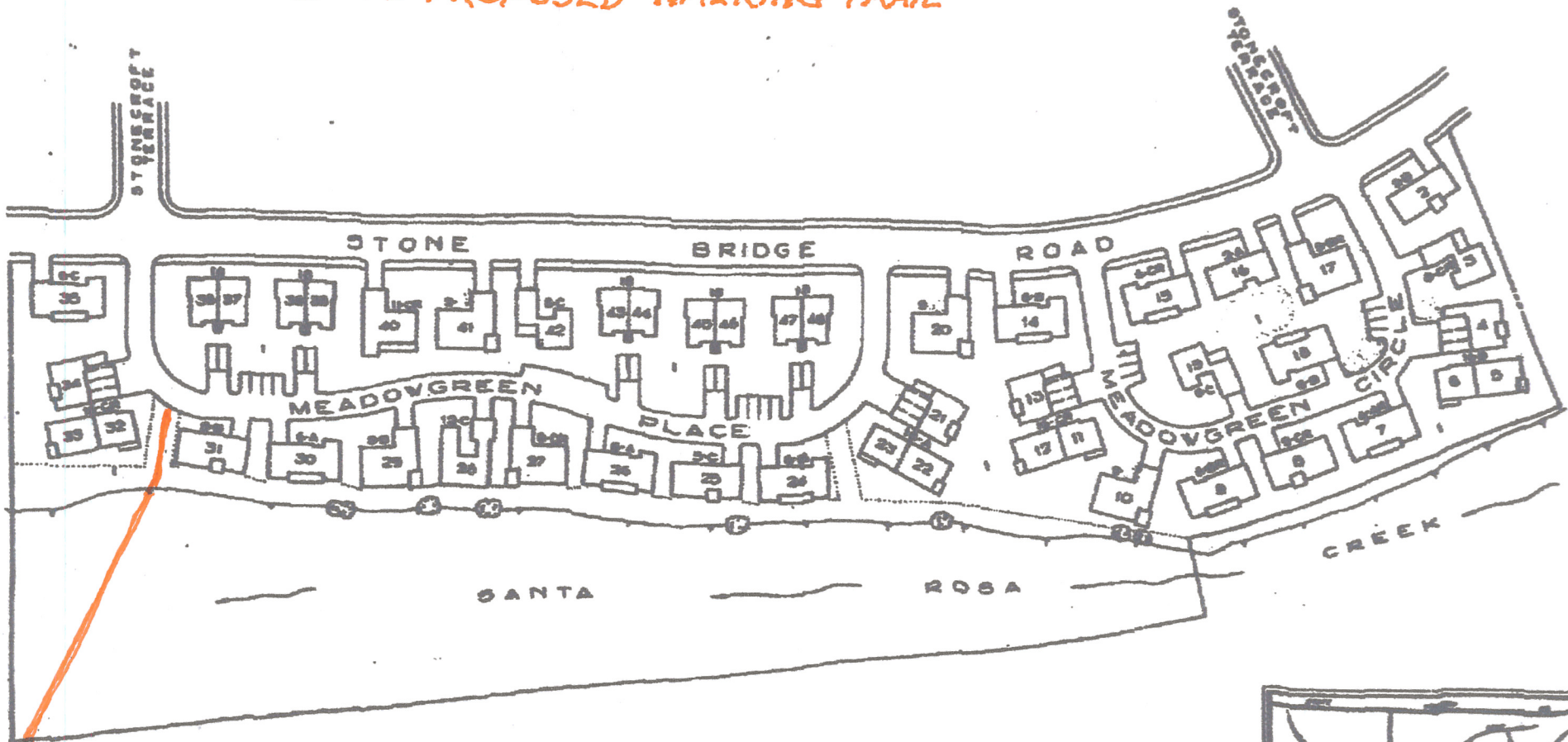
Whereas, Mr. Wycoff has submitted a map of said location with a request to discuss this matter with the OVA Board for possible funding, be it resolved:

The Board will discuss the possibility of the installation of a bridge to obtain permanent access to Annadel State Park with Paul Wycoff, Meadowgreen 2 HOA.

Fiscal Impact: Indeterminate

Documents Attached: Map of proposed bridge

PROPOSED WALKING TRAIL



**OAKMONT NO. 6-C
CONDOMINIUM - MEADOWGREEN NO. 2**



SANTA ROSA, CALIFORNIA
OWNER-DEVELOPER - JIM GORDON
PROJECT MANAGER - T. WALTERS
ARCHITECT-PLANNER - WEAVER and GARDNER

Satellite Phone Purchase

Person Submitting: Steve Spanier

Date Submitted: 190410

Resolution Content:

Whereas catastrophic events such as major earthquakes and fires often disrupt land line, cell phone and ham radio service, and

Whereas Oakmont residents would benefit from Oakmont owning and maintaining a satellite phone for the purpose of allowing residents to inform loved ones of their personal status after serious emergencies, and

Whereas satellite phones do not use emergency lines that are often oversubscribed during and after serious emergency events, and

Whereas OEPC recommends Oakmont purchase an IsatPhone for this purpose, be it resolved that:

The Board will purchase an IsatPhone that meets OEPC specifications. The phone will be stored in the OEPC storage locker. Several OEPC members will be trained in the operation of the phone. These members will be available to help Oakmont residents communicate with loved ones during and/or immediately after serious emergencies.

Background: Additional background is available from OEPC member George McKinney.

Fiscal Impact: Estimated by OEPC at \$1,500 for the first year with a continuation cost of \$35/month plus tax after one year. If the phone is configured to also receive calls, this would cost an additional roughly \$12/month.

Documents Attached: None

Oakmont Village Association

Financial Accounting Policies Resolution

Person Submitting: Elke Strunka

Date Submitted: 4/11/2019

Whereas, the Financial Policy Ad-Hoc Committee updated two (2) Financial/Accounting Policies and Created One New Policy/Procedure, and

Whereas, a Financial Policies Review Committee (The Committee) has been formed to review, update, correct, amend , or create new policies (where necessary) for purposes of achieving maximum internal control over the accounting and financial functions.

Whereas, the Committee has reviewed and updated the OVA Capitalization of Assets and Asset Replacement Fund Policy, and the OVA Policy for Use of Capital Improvement Fund , as attached. The Committee unanimously agreed to the update and changes.

Whereas, the Committee (unanimously in agreement) has thought it prudent to draft a new Accounts Payable Policy/Procedure for the purpose of clarifying the internal control functions over the Accounts Payable process, as attached, be it resolved:

The Board approves the revisions to the Asset Capitalization and Replacement Fund Policy, the Capital Improvement Fund Policy and creates the new Accounts Payable Policies and Procedures as presented, effective immediately.

Fiscal Impact: None

Attachments: Final Policies and redlined versions.

OAKMONT VILLAGE ASSOCIATION (OVA)

Capitalization of Assets & Asset Replacement Fund (ARF) Policy

Asset Capitalization:

The threshold below which newly acquired assets shall be expensed is hereby set at \$2,000. An asset or a related group of assets costing \$2,000 or more, shall be capitalized (and thereby made subject to depreciation in accordance with generally accepted accounting guidelines).

This policy shall not require, but shall permit removal of assets from OVA's depreciation schedule that have been capitalized for amounts less than the stated threshold.

Asset Replacement Fund Expenditures:

For purposes of including expenditures in the Asset Replacement Fund (ARF), the threshold is hereby also set at \$2,000. Any individual, stand-alone replacement expenditure below \$2,000 shall be expensed in the Operating Fund (OF). Replacement expenditures of \$2,000 or above are to be included in OVA's Reserve Study.

Approved by the Board on April 16, 2019 (pending)

OAKMONT VILLAGE ASSOCIATION (OVA)
Capitalization of Assets & Asset Replacement Fund (ARF) Policy
(2016-09-20 Proposed Revisions)

Asset Capitalization:

The threshold below which newly acquired assets shall be expensed is hereby set at ~~\$5,000~~ \$2,000. An asset or a related group of assets costing ~~\$5,000~~ \$2,000 or more, shall be capitalized (and thereby made subject to depreciation in accordance with generally accepted accounting guidelines).

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Oakmont Village Association (OVA) Policy for Use of Capital Improvement Fund

The Capital Improvement Fund was created with contributions from developers and may be augmented by contributions from members, individually or by regular or special assessment.

Funds from the Capital Improvement Fund shall be used on Oakmont facilities for major capital improvements, major upgrades and newly constructed and or acquired assets.

For any loan approved by the OVA Board of Directors to finance capital improvement projects, the Capital Improvement Fund may receive payments from any source for the purpose of repayment of loans and make such debt service payments.

Major means \$2,000 or more.

Adopted by the Board of Directors, April 16, 2019

~~Oakmont Village Association Policy for Use of Capital Improvement~~
~~Oakmont Village Association (OVA) Policy for Use of Capital Improvement~~
~~Fund~~

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The Capital Improvement Fund was created ~~by with~~ contributions ~~by from~~ developers and may be augmented by contributions from members, individually or by regular or special assessment.

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Funds from the Capital Improvement Fund shall be used on Oakmont facilities for major capital improvements, ~~and major repairs to capital improvements, major upgrades, and newly constructed and or acquired assets.~~

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Major means ~~\$5,000-~~ \$2,000 or more.

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~~Adopted by Board of Directors, March 21, 2000; Revised, June 15, 2010~~

Oakmont Village Association (OVA)

Accounts Payable Policy and Procedures

All vendor invoices come to the OVA office. They are coded by OVA staff as to G/L account distribution, and reviewed and approved for payment by the GM. A copy of the approved invoice is sent to CFM (Condominium Financial Management, OVA's financial services provider) electronically.

CFM staff enters the invoice into the system, crediting the designated Accounts Payable (Operating Fund, Asset Replacement Fund, or Capital Improvement Fund) and debiting the designated G/L account.

The invoices get set up for payment in the next scheduled check run. (2 per month, approx. 1st and 15th of each month).

After the check run is set up, the checks are printed in the OVA office, where all blank checks are kept secured in a locked location. They are then sorted in preparation for signature, one or 2 required signatures as specified in the Check Signing Policy. The approved invoices (and/or other supporting documentation) are attached to each check, so that check signers are able to review outgoing payments.

Checks are mailed out from the OVA office. Copies of checks (and/or other supporting documentation) are attached to the original invoices and filed in the OVA office.

Exception:

Unscheduled checks should only be used in rare cases of rush or emergency. Because they are paid outside of the normal check run, they are subject to a processing fee, currently \$90, charged by CFM.

Prepared By: Elke Strunka, OVA Treasurer 4/10/2019

Adopted by the Board on April 16, 2019

Oakmont Village Association [\(OVA\)](#)
Accounts Payable [Policy and](#) Procedures

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Prepared By:

Elke Strunka, OVA Treasurer [4/10/2019](#)

CETC MINUTES
Thursday, February 14, 2019
10 AM
OVA OFFICE

Attendance:

Members: Osha Hayden, Esther Schaut, Jane Marzoni, Steve Spanier

Guests: Linda Oneto, Noel Lyons

CALL TO ORDER

Sue called meeting to order at 10:05 in Osha's absence

APPROVE AGENDA

Motion to approve the agenda (Esther, Jane) Motion passed

APPROVE MINUTES

Motion to approve the January minutes as corrected (Esther, Jane). Motion passed

PULSE OF COMMUNITY (Osha joined us at this point)

Members each had attended a wide variety of OVA meetings including other Board committees, talked with fellow members of OVA, read various communication tools in preparation for this new section of our agenda. The following items were reported as relevant to the mission of CETC. Steve described our purpose as "Closing the gaps within the community."

Here is a list in no particular order of importance or relevancy:

1. Low attendance noticed at several January official OVA gatherings such as workshops, - Jane and Esther
2. A need for more transparency about OVA finance and presented in a manner that is for layman with respect. Create more engaging presentation of information. Felt Finances at Oakmont/OVA and one's understanding of it or lack there of, is basis of fear, insecurity, gossip and misunderstanding. - All agreed on high level of importance on this topic.
3. Consider another word for "Workshop" such as Information Exchange. Perhaps something that would suggest ease of learning important information. Workshop may imply having to be engaged in process in some way. - Jane
4. Opposite thought: Having audience engaged is usually better communication tool for adult learning and understanding. Is there a middle ground? - Sue
5. Heard comments in community that people are split on dog park project, and whether or not Oak Leaf Drive property is a potential building. - Osha
6. Positive report on Long Range committee and how it works. They will hold major presentation in May - Esther, Steve
7. More disclosure on golf course discussion progress. Heard many misconceptions/misinformation- Sue, Jane, Esther, Osha

8. HOA Forum very well done with good information. There was confusion about role of LOMAA and selection of association management organizations. Apparently Hugh Helm suggested a management company and Linda Oneto asked why the information did not get passed on.

HOA Forum brought up need for more Board training for Board members of sub HOAs, best use of association management companies, ongoing need for more support from OVA staff and Board, integral part of Oakmont as a whole - Esther, Sue

9. Lawsuit refers to negative publicity generated by former Board member Ken Hayman's lawsuit against former OVA Board members and Manager- Osha

10. Lack of compliance or understanding of leash law near community garden on path to location of new dog park.

11. Egress to Channel Drive in time of emergency evacuation. Knowledge of people who have left Oakmont for this reason in recent months after fires - all

12. Bylaws Committee working diligently with respectful dialogues; creating new Article XIII which has very important items for community - Jane

Special thanks to Esther and Jane for their dedicated attendance at most OVA committees in past month.

UNFINISHED BUSINESS:

Item A

We brainstormed a list of all communication vehicles used by our members to receive and give communications. They are divided into those that are OVA authorized and those that are not.

OVA authorized:

1. Oakmont News hard copy and online
2. Friday e-blasts
3. Board meet and greet events
4. web site for Minutes, agendas, videos of meetings, calendar of events
5. Fireside chats
6. Neighborhood gatherings with board members
7. News alerts from OVA
8. Committee meetings and minutes
9. Forums, workshops
10. Bulletin boards
11. OVA office staff and services
12. Board meetings monthly

Non OVA authorized:

1. Facebook...Oakmont Buzz
2. Kenwood press
3. Press Democrat and other newspapers
4. Next Door

5. Face to face conversations
6. Club meetings and emails
7. The Oakmont Observer (online)

Item B

We spent time reviewing all we have heard both today and at January meeting looking for way to move forward with a recommendation to the Board. After much discussion we felt that Oakmont finances underpin most major decisions and is probably talked about in one form or another by most Oakmont residents. Therefore we determined to draft a resolution or recommendation to the board on Finances. Steve volunteered to write a recommendation to be given to the Board for their discussion and action steps. Sue will send out basic points of our discussion today, which will be centerpiece of recommendation. (Please refer to January minutes for a complete list of potential action steps).

NEW BUSINESS

We considered the possibility of extending our 1 hour meeting by 30 minutes to reduce pressure on getting through our agenda thoughtfully and effectively. Realized that our meeting butts up against at least two other committee meetings on second Thursday. Will review again in March but agreed to extend that meeting by 15 minutes. Sue will check with OVA staff on dates and time availability for future meetings.

ADJOURN

Meeting adjourned at 11:30 AM

AD HOC COMMITTEE FOR OAKMONT DOG PARK
Oakmont Canine Club
MINUTES-February 1, 2019

Members Present: Paula Lewis, Dick Ayres, Gordon Freedman, Steve Huntley, Randi Hulce

Absent: Karen Palmiotti, Judy Ayres,

Visitor: None

Meeting: Meetings was called to order at 2:00pm

Minutes: Minutes from our last meeting of 12/5/18 were read and approved.

Old Business- Water Treatment Dog Park Site

Steve Spanier suggested that we look at reducing size of the dog park by bringing the back fence line closer to the entry area. My understanding is that this is only a suggestion. One other important item - The board has received some feedback from residents about it being difficult to move around the dog park. As a result Steve believes we should add a pathway next to the downhill fence line to make it easier for those that are not so mobile. Steve Huntley is the one who actually talked to Steve Spanier about these items.

Here is quick summary of dog park activities from Dick Ayres:

- Staked outline of dog park area
- Selected surveyor, OVA signed contract, initial field work completed and documents are being prepared
- Landscape Architect selected and contract being prepared. Will start work as soon is contract is signed and documents are completed by the surveyor.
- Identified potential contractor to grade (lightly) surface. Will plan to use laborers to remove rocks and place them along pathway leading from the street to the dog park entrance.
- Started discussions with deck contractors

We will be sending copies of our confirmed minutes to Iris Harrell as our liaison to the BCC committee. We are going to ask Iris if we may send a representative to the BCC meeting as

the meeting pertains to the dog park. The Ad Hoc Dog Park Committee is due for a meeting, and I thought I would let the BCC know when we schedule it so someone from your committee can attend our meeting. In the same spirit, we would love to have one person from our committee attend the BCC meeting when the Dog Park is on your agenda. We only need to be there for that portion of your meeting. This way, we can stay up to speed on your discussions about our park.

We would also love some clarity as to which responsibilities lie with whom. For instance, now that Lori Cagwin is booked out, should one of us on the ad hoc committee get bids from other landscape architects, or is this something the BCC will coordinate?

The deck adjustment on size will now be 15 by 32 to give folks in wheels chairs or walkers the room to turn around.

The deck will be constructed with TREX because of price and durability.

The deck railings will be built with redwood railings and deer wire.

The gates will be one for people from the deck entrance and one at the wide part of the park for equipment entrance.

The Volunteer Path will have new crushed stone, because of the heavy equipment going to the park for grading.

New Business

Membership:

We have 138 paid members as of this date.

Facebook:

Bonnie Morrissey will be setting up a Facebook account with herself as administrator. She will be asking for volunteers to help her.

Club Survey:

Steve Huntley will be setting up s Survey Monkey survey to determine the name of the new dog park from 6 names. Paula checked with Keith and we are allowed to have a name on the park.

UPCOMING MEETINGS

March 22- 4:00-6:00 members meeting at West Center with Speaker Nancy King from Pets Lifeline

**June 15-2:00 Dog Parade and show at the Greensward in front of CDC
Peri and Karen to Chair the event**

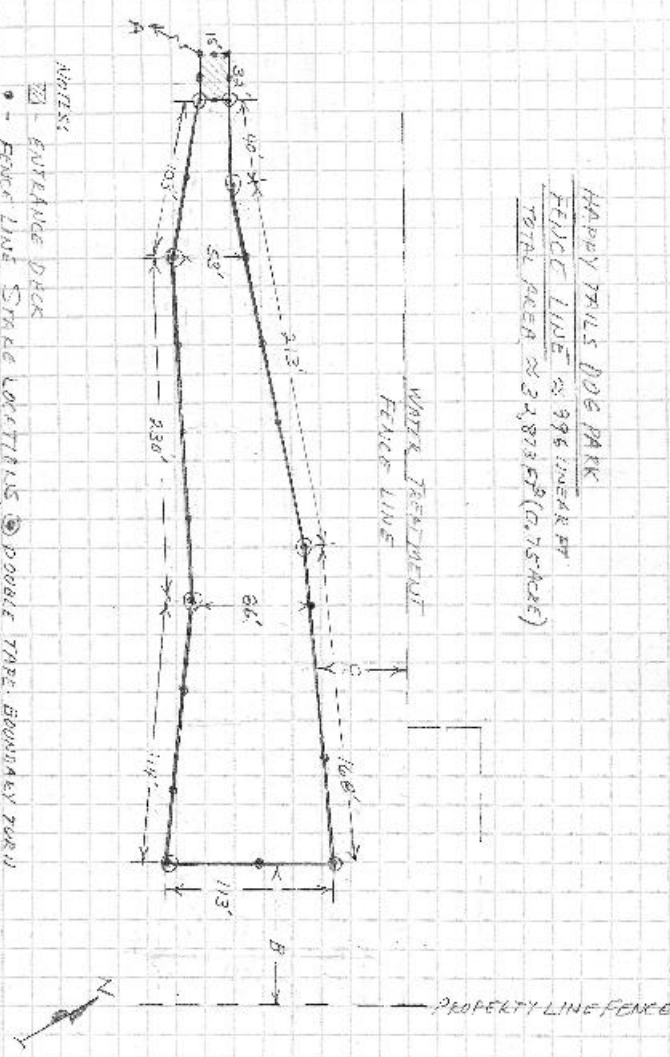
September 20-4:00-6:00 members meeting at West Center with Amy Ludwick and Dr. Tim Shu from the Humane Society of Sonoma County

October 19-12:00-2:00 Canine Club picnic at West Center picnic grounds. Do dogs allowed.

January 2020 meeting date and time to be determined. Canine Companions will be our speaker.

Submitted by
Gordon Freedman
Club Secretary

HAPPY TRAILS DOG PARK
 FENCE LINE IS 996 LINEAR FT.
 TOTAL AREA IS 32,873.68 (0.75 ACRES)



- NOTES:
- 1 - FENCE LINE STRIKE LOCATIONS, DOUBLE TRIPLE BOUNDARY MARK
 - 2 - APPROXIMATELY 50 FT
 - 3 - APPROXIMATELY 105 FT TO ROVER OF HOUSE
 - 4 - APPROXIMATELY 105 FT TO ROVER OF HOUSE
 - 5 - APPROXIMATELY 75 FT TO WATER TREATMENT FENCE

JAN 31, 2019

AD HOC COMMITTEE FOR OAKMONT DOG PARK

MINUTES – FEBRUARY 22, 2019

Members Present: Paula Lewis, Dick Ayres, Gordon Freedman, Steve Huntley,
Randi Hulce, Karen Palmiotti, Heidi Klyn

Guests Present: Iris Harrell, Pat Olive, and Shirley Phillips

Meeting was called to order at 10:27am

Minutes from our last meeting of 2/1/19 were read and approved.

Old Business: No old business

New Business: Pat Olive spoke for the Community Garden along with Shirley Phillips. The garden people are concerned about the ADA parking places taking away parking and loading spaces on Stone Bridge Rd. The gardeners bring soil and mulch for their garden spots. They are asking that the ADA spots be moved father downhill so they retain their parking location. There was a compromise that the ADA parking spot be further south on Stone Bridge parking spaces along the gardeners to park and bring in their materials closer to the gate that enters their area.

Additionally, the garden committee is concerned about loose dogs running on all sides of the garden and peeing on their fence. They proposed to Keven Hubred that there be a three-foot fence installed outside of the present garden fencing to keep dogs away from the garden. They would have a two-foot barrier between the fences.

The Garden Club is also asking that a sign with the Santa Rosa Leash ordinance be placed at the beginning of the Volunteer Trail as well as the bottom of the trail near Benson trailer park. People come in from Annadel or Oakmont and run their dogs unleashed against city law. The same signs should be put up across Stone Bridge Rd at the old par course paved trail.

Steve Huntley reported on President Steve Spanier's request to make the park smaller. He thought from the staked area that the footprint is too large. The entire committee agreed the dog park needs to be .89 acres.

Paula Lewis and Iris Harrell stated that there is no point in going forward with landscape maps and permits until the size of the park is finalized.

Iris Harrell brought us good news that Hugh Helm, the coordinator of the volunteer path, is fine with using metal “bridges” over the dips in the path to make it more level and ADA compliant. He asked us to please not “mess” with currently successful drainage dips in the path.

We discussed double-gated entry and decided to place the second gate at the end of the deck down in the dog running area.

Discussed wording of Aggressive Pet Policy and decided it should coincide with the verbiage in OVA’s CC&Rs.

Paula told everyone what happened at the quarterly ad hoc committee chair meeting, and we agreed we would submit our planned time table to the Board on April 1st, so they can see our tasks to be completed in the second quarter of this year.

Submitted by
Gordon Freedman
Ad Hoc Committee, Secretary

Minutes of the Oakmont Village Association Finance Committee

February 13, 2019

In Attendance: Members: Elke Strunka, Chairperson, Alan McClintock, Jim Sannar, Gary Jackson,
Tom Woodrum, Bill Hainke

Staff: Kevin Hubred, Rick Aubert

Board Liaison: Tom Kendrick

There were 4 guests present.

The Chairman called the meeting to order at 2:00 PM.

The first order of business was approval of the January 2019 meeting minutes. Upon motion made, seconded and approved unanimously, the minutes were approved.

The next order of business was a review of the unaudited January, 2019 Financial Statements. The Chairperson discussed various balance sheet accounts and presented a recap of the operating results.

The next order of business was a review the Treasurers Report. ES estimated that the final results for FY 2018 will show about \$ 85,000 in net Income.

Under new business: there was discussion about the Oakmont Golf Club's hiring a broker to market the golf courses to a buyer. The committee expressed the desire to retain control of the 225 acres of the golf course, which occupy the very center of Oakmont.

The committee voted to form a sub-committee, motion GJ, 2nd TW, to do a financial analysis and feasibility study of OVA becoming the buyer of the properties, in the event a buyer cannot be found. Alan McClintock was elected chairman of the sub-committee. The primary purpose of this sub-committee will be to have financial data available in case the OVA Board might need it.

There being no further business, the meeting was adjourned at 2:42 p.m.

Summary of BRC Meeting of 1-17-19

- Meeting was called to order at 10:03 am, Quorum was established. OVA members, Elaine Bennett and Bruce Bon were present as well as Jane Marizoni, a member of CETC as an observer.
- BRC meeting summary of 1-03-19 was approved.
- OVA member Bruce Bon presented his ideas regarding member approval of major capital improvements and major maintenance projects. Lynda presented a draft for a new Article XIII, dealing with the same issue; with language requiring three bids, the amount of the cost of the project which would trigger a requirement of OVA membership approval of the project, and the appointment of an independent project manager. A lively discussion was held for more than thirty minutes and among committee members with OVA members Bennett and Bon participating. The matter was tabled until the next meeting when a modified draft of Article XIII will be presented.~~on and~~
- A draft BRC Comment directed to the Board on the Articles was approved with the modification that the Comment include a recommendation that Second section subsection (d) include language stating that OVA's powers and rights shall be in compliance with the Davis-Stirling Act.
- After a brief discussion, BRC decided not to have a "Definitions" section as part of the revised Bylaws.
- Further discussion regarding Article IV (Voting) was held and approved pending final submission of text language.
- Before, next BRC meeting, the Editing Subcommittee of Hugh, Joe, and Dennis will begin process of finalizing revisions. Dennis will first review for correct format.

- BRC will review the finalized language for Articles of Incorporation, and Bylaws Articles II, IV, XI, and XIII. Next meeting is scheduled for February 7th.

Summary of BRC Meeting of 2-7-19.

- Meeting began at 10:05 am. Quorum established. All members present.
- Summary of BRC Meeting of 1-17-19 approved.
- Board decided legal opinion on whether assessments could be based on members rather than unit was unnecessary as CC&R's preempt change in bylaws on this issue.
- Further revisions were finalized for Articles II and IV and approved by committee.
- Revisions for Articles VI, VII, & VIII were introduced and discussed and worked on, finalized, and approved by committee.
- Editing subcommittee (Hugh, Joe, and Dennis) will meet on 2-12.
- Joe asked that the subject of mandatory voting be placed on the BRC meeting agenda for 2-21-19.
- Lynda asked that the transfer of proposed Article XIII to Article X be placed on the BRC meeting agenda for 2-21-19.
- Meeting adjourned at 12:20 pm.

Submitted by Dennis Boaz

Summary of BRC Meeting of 2-21-19

- Meeting called to order at 10:05 a.m. Quorum established. All members present. Board Liaison Tom Kendrick present. OVA Board members Al Medeiros and Noel_____, and OVA members, Peggy Dombeck and Bruce Bon attended.
- Summary of BRC Meeting of 2-7-19 was approved.
- The motion to recommend to OVA Board that current Article X be renumbered as a new Article XIII and that previously approved new Article XIII be renumbered as Article X was approved.
- Discussion re Bruce Bon's proposal for reforming the nomination of Directors (Article 5.1) to result in more directors being nominated was held and rejected as an inappropriate provision for bylaws.
- The motion to rename to "Oakmont" to "Oakmont Village" in Articles 1.1,, 2.21 and 2.5 was approved.
- Final text for Articles IV, XII, and Comments to Articles of Incorporation was approved. Further work is needed for Art. XI.
- Discussion of mandatory voting was held and it was decided that a comment on the subject will be in the BRC final report to the OVA Board.
- Discussion of Bruce Bon's suggestion for replacement/ non-replacement of resigning Board directors was held and the consensus was that a bylaws was not needed.
- After discussion, a motion to add language to Article VII regarding the OVA Board's duties re fiscal responsibility was approved.
- Editing subcommittee gave progress update.

- Committee members were asked to submit their ideas for items to be included in BRC's final report.
- Meeting adjourned at 12:20. Next meeting March 7th.

Summary of BRC Meeting of 3-7-19

- Meeting was called to order at 10:04 am. Quorum established. Meeting was observed by Board Director Al Medeiros and OVA member Jane Marzoni.
- BRC meeting summary of 2-21-19 was approved.
- Discussion was held whether a comment should be made to Board under Article XI regarding Board amendment of Articles of Incorporation without member approval. Blue Book at p.12 suggests too great a latitude for BOD in this respect. Corp. Code 7812 indicates limitations on Board authority to amend Articles without member approval. BRC approved of a comment to Board that describes the issue. Comment to be prepared.
- Hugh updated BRC on editing subcommittee work and indicated Master Revision of blas would be sent to BRC members during the next few weeks.
- BRC approved Lynda's additional revisions to Article 2.
- Discussion was held regarding minority comments to specific sections. No resolution was reached and item was tabled.
- Meeting was adjourned at 11:40 am.

Submitted by D. Boaz.

Financial Policies Review Committee
1/23/19 Meeting Minutes - Amended

Attendees: OVA Treasurer Elke Strunka, Elaine Bennett, Pat Brownlie, Denis Snyder, Liz Moore;
Board Liaison: Marianne Neufeld

Call to order

Minutes of 12/19/18 approved

Elke will draft charter for committee to describe our mission - ie. to review & modernize financial policies & give better control

We discussed adding the following policies to our purview:

- Accounts Payable
- Umpqua bank, payroll account
- Use of credit card policy

Reviewed check signing & CFM accounts payable processes

- Check signing: changes were suggested to wording; Elke will make the changes to give the check signing & to BOD.
- A/P Policy: We discussed combining the A/P policy & procedures:
 - Policy will be first paragraph & procedures in following paragraphs in one document
 - Discussed check run flow & schedule
 - Elke will make changes for review at next meeting.

Reviewed Capitalization of Assets & Asset Replacement Fund Policy

- Accepted once formatting fixed. Elke will send revised policy.

Procurement Policy

- Elke gave us the charters for Oakmont Building Construction committee & OVA Finance Committee.
- Pat will review charters & make revisions to procurement policy
- Pat recommends 1) an annual review of routine vendors & 2) a lower limit for expenses going through the Finance Committee
- We discussed the fact that Finance Committee has no real authority; they can place items on the consent calendar.
- Next meeting, we will discuss authority structure for approving expenses/purchases

We decided to eliminate:

- Policy #3 re. Cap improv. Fund
- Policy #7 re. CFM/OVA Field Schedule: per Elke should not be part of financial policies

It was suggested that we use the same font (perhaps Arial) for all policy doc's.

Next meeting will be held on 2/6/19.

Financial Policies Review Committee
2/20/19 Meeting Minutes

Attendees: Elaine Bennett, Pat Brownlie, Liz Moore; Board Liaison: Marianne Neufeld

Call to order

Minutes of 2/6 & amended 1/23 minutes were approved.

Discussion about

- delaying meeting re procurement policy until we have more people present
- the need for the procurement policy to include a project management piece
- inviting Tom Kendrick to our next meeting to discuss procurement policy as it relates to project management training.
- Marianne called Tom K & Elaine checked with Anita re. availability of Tom & room B next Wednesday, 2/27, at 10am for our next meeting – both Tom & the room are available.

Pat will email Elke to notify her about our next meeting time.

Financial Policies Review Committee

2/6/19 Meeting Minutes

Attendees: OVA Treasurer Elke Strunka, Elaine Bennett, Pat Brownlie, Liz Moore; Board Liaison: Marianne Neufeld

Call to order

Minutes of 1/23/19 will be amended.

We're working with 3 funds (Operating, ARF & CIF)

Re. operating fund/budget: Elke wants to make sure it's relatively easy for the business to pay expenses included in the budget.

Elke thinks we should focus our financial policy work on large budget/contractual obligations/items.

Types of contracts include:

Operating Fund Contracts (some examples)

CFM

Landscaping

Office Equipment Services

Security Company

City Bus Service

Comcast

Insurance

ARF/CIF Construction Contract

There was discussion about the following concerns:

- The need for ongoing CFO-type management/advice
 - Perhaps a stipend would attract an appropriate person
 - To provide continuity from year to year; and when OVA's Treasurer lacks a strong financial mgmt. background.
- Expenses from the CIF should be approved by the board, not the manager – this would shift some decisions from the manager to the BOD.
- Concern was expressed that BOD doesn't look closely at expenses. The committees do the in-depth work, but don't have any authority beyond making recommendations.
- Elaine suggested that Finance Committee be responsible for some of the vetting of expenses.
- We discussed role of Finance Committee: How to give them more responsibility for assisting treasurer?

Next meeting will be on 2/20/19 & we'll focus on procurement policy.

Elke won't be here but Pat will run meeting, because she's taking the lead on revising the procurement policy.

OVA COMMUNICATIONS COMMITTEE

10:00 P.M., OVA Conference Room

MEETING MINUTES

FEBRUARY 27, 2019

Members: Jackie Ryan, Chair Marty Thompson Jim Brewer Harriet Palk
John Williston Jackie Reinhardt Grace Boyle Julie Kiil

Support: Association Manager: Kevin Hubred **OVA Staff:** Colin Hannigan

Board Liaison: Al Medeiros

A quorum was established; January minutes were approved by email.

Introduction of Guest

Tina Nerat attended the meeting in response to an ad in the e-blast seeking members for the CC. She is a board member on the OTLC, teaches some classes for the group and manages the Sierra Gardens website.

Publication Issues

The public policy statement was distributed to the CC members with notice that there will be some final tweaking before it goes public.

Pursuant to a new law that is now part of the Davis-Stirling Act, access will be given by all Oakmont news vehicles to any OVA member who wants to make a statement about a candidate or something pertinent to a board election. These statements will be handled as letters to the editor but cannot be edited. Therefore, a disclaimer will be made in the *ON* and on the website that the writer of the letter is responsible for content, not the OVA.

Classes such as yoga, water aerobics and strength training are advertised in the *Oakmont News*. The CC has determined that too much space is being given to people who are providing classes for a fee. The CC decided that for-fee classes will be promoted by giving the date, time, place and cost of the class along with a 100-word description without pictures. Instructors will be sent a letter explaining the new policy. Agnes will then be asked to place all the ads for free classes on one page.

It was decided that at some point Agnes will be asked if she can place all like activities together so that, for example, there aren't several different pages containing articles about bridge. This could create a layout problem for her.

Connie Medeiros is working on a handout listing all the services available in Oakmont such as OVH, Meals on Wheels and bus schedules. These organizations, along with the Oakmont Community Foundation, will be asked to help sponsor an insert in the *Oakmont News*.

Committee Chair Quarterly Meeting Update

Every quarter, Director Kendrick convenes a meeting of all the standing committee chairs going over the process of coming up with and receiving deliverables that support the goals of the OVA board.

Web Report

Colin was given the go-ahead by CC Chair Jackie Ryan to create different website headings for those who are logged in and those who are not OVA members.

Website usage was up 10% over last month with Fridays continuing to have the heaviest traffic.

News Alerts

It is anticipated that Colin will purge the current email list and send alerts to everyone who has signed up for a password. Colin will instruct Jackie, Jim and Marty so that they can send out the alerts on their own.

Other Business

Director Spanier made some changes to the public side of the website re buying homes and governance structure and provided a link to the Davis-Stirling Act.

Meeting adjourned at 11:30 a.m.

Respectfully submitted,

Harriet Palk
CC Secretary

Approved 4/10/2019

Financial Policies Review Committee

3/27/19 Meeting Minutes

Attendees: OVA Treasurer Elke Strunka, Elaine Bennett, Liz Moore

Call to order

The minutes of the 2/20/19 & 3/13/19 meetings were approved

The committee reviewed the status of the policies listed on our charter as follows:

- #1 Capitalization of Assets & Asset Replacemnt Fund Policy: We finalized the wording – now, it needs clean-up& re-formatting of document
- #2 Review & edit Policy for Use of Capital Improvement Fund: We finalized the wording - it just needs clean-up& re-formatting of document
- #3 Board Resolution to Confirm & Contribute to Capital Improvement Fund: Policy will be deleted
- #4 Check Signing Policy – revised policy was adopted by the BOD on 1/15/19
- #6 Policy Concerning Dues Receipts & Refunds: Policy will be deleted
- #7 CFM/OVAfee Schedule: Policy will be deleted
- #8 Investment Policy: We reviewed & edited Investment Policy
- #11 Policy for Refunds – Elaine will review & edit before next meeting

The following policies will be combined into one policy:

- #5 Expenditure Control Policy
- #9 Association Manager Expenditure Policy
- #10 Manager's Procurement & Purchasing Policy - are related & will review together

We need to create the following new policies:

- Credit card policy
- Petty cash policy
- A/p policy – we previously reviewed & edited the draft by Elke - Elke will clean up
- Payroll policy

Elaine gave us a print-out about Procurement Policies. We will review this before next meeting.

The next meeting will be held on 4/10/19.