



**Woodside Association Inc.**  
**2274 Woodside Lane**  
**Sacramento, CA 95825**

**February 2011**  
**Monthly Board Meeting**  
**Tuesday, February 22, 2011 at 7:00 pm**  
**Old Woodside Clubhouse**



## BOARD OF DIRECTORS

**President,** John Bird

**Vice President**

Nick Lapis

**Treasurer**

Jon Rice

**Secretary**

Lyn Efken

**Director**

Allen Anderson

**Director**

Shirley Meyers

**Director**

John Atkinson

## MANAGEMENT

**922-8469**

**Capital Property Management,**

Sherman Britton

Cindy Wickliffe

**Bookkeeper**

Nancy Sperko

**Administrative Assistant**

Lynette Hubbard

## MAINT. STAFF

**Supervisor**

**Frank Wilcox**

Arturo Prado

Anthony Patti

Carlos Patino

Todd Loop

Cesar Patino

## ALLIED BARTON SECURITY

849-6828

Art Walker

Whitley Varney

Jaye Olea

George Jackson

Singh Buttar

# Woodside News

## February 2011

### OFFICE UPDATE

There has been a tremendous amount of work done since our November board meeting. We have been hard at work fixing the many drainage issues around the complex. We have discovered that many of the drains have collapsed, are clogged with roots and debris or are dysfunctional as a result of the change in grading. The rainy season is the perfect time for us to identify where the drainage concerns are and address them immediately. This month we will expand our focus to include our annual rooftop and downspout cleaning as well as our sidewalk pressure cleaning.

We continue to have concrete work done throughout the property, fixing sidewalks and expansion boards for both esthetic and safety reasons. We encourage each of you to help us identify the areas that need attention and to also be patient with us as we go through the demo and repair process.

I was happy to see the SMUD crew leave the property. What was originally supposed to be a non-intrusive installation quickly became a nightmare for many of our residents in Old Woodside. The supervisor for the project said that it was one of the most difficult line runs that he had performed. There is still a bit of clean up yet to be done and SMUD has guaranteed management that they will be back to finalize the project.

The plan for the installation of the pedestrian gate Knox Boxes was approved by the Fire Department and completed. Starting February 1 the pedestrian gates in Sierra that are adjacent to the Unitarian Church and Swanston Park will be locked from 11:00 pm – 5:00 am each day. The fire and police departments will continue to have egress and ingress through the east pedestrian gates 24 hours a day.

For some time we have been trying to get our maintenance request process to function more efficiently and effectively. We are now at a point where we feel we can make the necessary changes. Starting in January all maintenance and construction issues that come into the office generate a "Service Request". Management or our maintenance supervisor then evaluates each Service requests. Upon inspection, a scope of work is drafted, a vendor or staff member is assigned to the task and a "Work Order" is created. Once a work order is generated the work is scheduled and completed. This change helps our vendors submit more realistic quotes and helps our maintenance staff gather the proper material and tools for the job. In all honesty, this is how most company's process work orders and how the office software was designed to function.

Let me close by saying that there is a lot of additional work that deserves mentioning. A new fence was installed around the East Pool and Satellite pool #6, several landings and walkways have been replaced, numerous balconies have been rebuilt, courtyards have been totally refurbished, our emergency pump in east has been tested, carpports have been re-roofed, several units received new roofing, a couple of sheds have been rebuilt, some buildings have had new siding installed (both T1-11 and stucco), patio walls have been replaced, long term electrical issues have been rewired, several sections of our exterior fence have been replaced and our maintenance shop has finally been cleaned and reorganized.

Management wants you to know.... Woodside Rocks!



## ANNUAL MEETING VOTING RESULTS

Thank you to all of the owners who cast their ballots and participated in this very important election. The election results were as follows:

Total ballots cast were 242 (quorum is 182). Two (2) ballots were disqualified.

Nick Lapis	166	Gisela Schulz	125
Lyn Efken	149	Jan Mitchell	110
Shirley Meyers	135		

The new Woodside Board of Directors: John Bird as President, Nick Lapis Vice President, Jon Rice Treasurer, Lyn Efken Secretary, Shirley Meyers, John Atkinson and Allen Anderson are Directors.

## RATIFICATION OF COMMITTEES 2011

Architectural Committee Meets 3<sup>rd</sup> Tuesday 6:pm as needed.

Chair: Nola Castle, other members Pat Nuezel and Allison Hertz

Budget committee, Meets Wednesdays in March at 6:00pm

Chair Jon Rice, other members Janet Shaban, John Bird, Venessa Cherry, Gisela Schulz, Patrick Powers, Nick Lapis, Robert Blasser, Lyn Efken, and Shirley Meyers

Bylaws/CC&R's: Chair Jan Mitchell, Board Liaison: Lyn Efken, other members Dave Sauer, Deena Sosson, Maggie Hart and Sharon Mynsted

Flood Committee: Meets as needed. Chair: John Bird, other members Gisela Schulz and Maggie Hart

Landscape Committee: Chair Janet Shaban other members Helga Schultz and Shirley Meyers

Lighting Committee Meets on 2<sup>nd</sup> Monday 6:30pm. Chair: Maggie Hart, other members Shirley Meyers.

Nominating Committee: Meets in November.

Chair: Nola Castle other Members Renee Soteropolis and Pat Nuezel.

Rules Hearing Committee: Chair Maggie Hart, Board Liaison: Shirley Meyers, other members include Joan Haradon, Kathy Draper, Nola Castle and Gisela Schulz.

Safety Committee: Chair Open

Social Committee: Chair Open

Tennis Committee: Meets as needed. Chair: Lyn Efken, other members Joe Bonillo, Richard Bankowski and Tony Daniani.

Tree Committee: Meets as needed. Chair Open, other members Lyn Efken, Jan Mitchell, Shirley Meyers and Renee Soteropolis.

## Decisions from the Board

- Voted to Lien/Foreclose on Delinquent Units
- Voted to use metal posts on future carports
- Voted to use metal doors on sheds
- Voted to write-off uncollectible dues on five (5) foreclosed units
- Voted to ratify committees as above.
- Voted to place a "No Parking" sign by Bldg 2229-1
- Voted to Reimburse Unit 2245-4 \$500.00
- Voted to keep laundry washer/dryer rates at \$1.00/\$1.00
- Voted to remove various liquid ambers in Sierra, Old and East
- Voted to adopt an Agenda Policy. Owners may request in writing three (3) weeks in advance an item they would like to place on the agenda.
- Tabled discussion of sloping sidewalk near bldg 2225
- Tabled discussion of Board Member Commitment Forms/Code of Ethics
- Approved Board Member Organizational Meeting date of February 5, 2011



## Financial Report



### General Financial Position

At the end of December there was \$941,336 in cash Reserves. \$144,798 was spent on Reserves during the month. Of the \$155,000 Special Reserve Assessment due August 1, 2010, \$145,401 or 94% has been collected. Since switching to a third party provider for natural gas five months ago, the association has saved over \$13,500.00.

### Delinquencies

At December 31, delinquent assessments over 30 days late totaled approximately \$153,381. The Association did not collect \$25,021 in the month of December.

Thirty Five (35) units are currently in collections.

Since 2007, 60 units have completed the foreclosure process, forcing a write-off of \$236,680 in delinquent dues, special assessments, and late fees (no increase since October).

### CONTACT SECURITY IMMEDIATELY

**If you observe suspicious persons or activity, outside your unit, near your car or on the property call security immediately! (849-6828) Even a 5 minute delay can allow the situation to deteriorate dramatically. The next step is to call the Sheriff's Dept. (916-874-5115). While security is in route they will not have time to call the Sheriff's Dept. themselves. Security does not respond to or deal with people off the property.**

### SECURITY (New - Security Incident Reports are in this Section)

**For December there were no Home Break-ins, Cars Towed or Stolen Cars**

- Car Break-ins – 2 (East, Sierra)
- Cited Cars -167
- Denver Boots - 5
- Expired Registrations - 17
- Cars with no Current Parking Stickers - 14
- Speeding Cars -3
- Cellular Calls - 140
- Disturbances - 7
- Maintenance Emergencies - 7
- Noise Complaints - 7
- Suspicious Persons - 4
- Vandalism - 2
- Violations Written - 11

### MAINTENANCE HIGHLIGHTS (DEC 15<sup>th</sup> To JAN 15<sup>th</sup>)

- Total Open Work Orders - 53
- Total Open Service Requests - 108
- 220 feet of pool fence cap and paint
- Patio Slabs 1
- New Drains at Bldgs 776,724,722,609
- New Sheds 1
- Roof Replacements 2
- Roof Repairs 6
- Hot Water Pipe Breaks 2
- Large Siding Repairs 2
- Stucco Walls Replaced 2
- 24 Cu yards of Concrete poured
- Bldg Inspections to Determine Scope of Work -25



**CC&R/Bylaws Committee** is seeking input on proposed changes in the Bylaws and CC&Rs. What rules or CC&R's would you like to see reviewed or amended? This is your opportunity to let the committee know. Please email your suggestions to [office@woodsidehoa.com](mailto:office@woodsidehoa.com)

### SATELLITE DISHES

Satellite dishes may not be placed on the roofs or attached to any structure at Woodside – they are allowed on free standing tri-pods only in your patio or on your balcony.



### LANDSCAPE COMMITTEE.



For a sample of Rafael Fernandez's creative landscape work, you might want to see a couple of recently completed 898 areas. We received one January request for work at 713. Please remember all grounds alterations must be approved. The office has tree and landscape request forms.

Janet Shaban, Landscape Committee Chair (483-7669)

### Tree Removals

At the Tree Committee's recommendation and the Board's approval, the following trees are scheduled for removal:

639-3	three (3) liquid ambers in courtyard	
641-3	three (3) liquid ambers in courtyard	
730/734-3	three (3) liquid ambers in courtyard	tree on south side
800/802-2	two (2) trees in courtyard/north side	
2212-1	liquid amber near patio, street side	

### THINKING OF SELLING?

Owners considering or in the process of selling your units, please be advised that you should request two pest reports, one for the interior and a separate one for the exterior. This makes scheduling of repairs more efficient as Woodside is generally responsible for the exterior and the homeowner is generally responsible for the interior.



An **Estoppel (an inspection) must be completed** by the architectural chairperson – please call the Woodside office to set up an Estoppel prior to selling your unit to avoid delays in closing.

### REPORTING WATER LEAKS

If you have any water leakages in your unit please notify the office immediately (922-8469). For water related emergencies after hours, please call Security at 849-6828 (6pm – 8am) or on weekends. The Association will be able to direct you as to whether the responsibility is the homeowner's or the Association's.

**Water shut off** – if you or your plumber need to turn the water off, you must give the Woodside office 48 hours notice. The water shutoff affects all the residents in your building. Water shut off hours are between 10am and 2pm and repairs need to be scheduled during those hours. Water will not be shut off on the weekends unless an emergency exists.

**Slab Leaks and Warm Floors** – If you notice that your floors are nice and warm this winter please notify the Woodside Office – although it may feel good it could be a slab leak and needs to be taken care of immediately.



## LEASED PARKING AVAILABLE

If you are interested in obtaining a leased parking space, please check to see if one of the spots listed below will work for you. Once you pick out a space there is a form that must be filled out when you bring in your check. If you lease a space in the middle of our 6 month period, the fees will be prorated accordingly. The leased parking fee of \$180.00 is due every 6 months. Woodside's available leased covered parking spaces are listed below. The closest buildings have been listed for your reference. Maps of the specific parking lots are available from the Woodside Office.



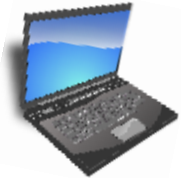
<b>Old Woodside</b>	<b>321, 322, 323, 324, 817 297, 309</b>	<b>Parking Lot 15</b>	<b>near Building 2294</b>
		<b>Parking Lot 13,14</b>	<b>near Building 2286</b>
<b>Woodside Sierra</b>	<b>4-16 5-3</b>	<b>Parking Lot 9</b>	<b>near Building 633</b>
		<b>Parking Lot 10</b>	<b>near Building 641</b>
<b>Woodside East</b>	<b>356,357,359,360,365,366,367,369</b>	<b>Parking Lot 1</b>	<b>near Building 895/893</b>
<b>Woodside East</b>	<b>743</b>	<b>Parking Lot 2</b>	<b>near Building 878</b>
<b>Woodside East</b>	<b>743</b>	<b>Parking Lot 7</b>	<b>near Building 712/716</b>

You may also request to have your name on a waiting list if a particular spot is taken and you would like to be notified once it becomes available.



### KEEP THE OFFICE UPDATED!

Have any of your phone numbers changed? Please remember it is your responsibility to keep Woodside updated including changes to phone numbers, mailing address, or property manager if your unit is rented out.



### Wireless in the Clubhouse!

The Old Woodside Clubhouse now has wireless internet connection! Bring your laptop and enjoy the peaceful atmosphere.

### A Message from Woodside Friends of Adam Wade, Ad Hoc Committee

Good news! Adam is at home, making a gradual but promising recovery from the very serious gunshot wounds he received as an innocent bystander on 12-14-10. We are gratified to be able to forward this message from Adam:

*I'm just really grateful to all of you at Woodside. I want to thank each and every one of you for your wonderful prayers, cards and very generous contributions. These mean so much to me and my family as we work through this really hard time. My special thanks go out to the Woodside Friends of Adam Wade Committee, for organizing the effort, and to the Management Company for their support. God bless all of you, Adam.*

The committee wishes to take this opportunity to commend the Woodside community for the awesome wave of support at this very difficult time for Adam and his family. Indeed, this great outpouring of support has proved to be an inspiration to the larger community, as shown by the major feature article which appeared in the Sacramento Bee, on Sunday, January 23rd.

We also want to let all of you know that the collection effort in the office is ongoing. This provides everyone, and particularly those pressed by December holiday expenses, continuing opportunities to contribute and/or sign a well-wishers card.

## Annual Christmas Party a Success

The Association would like to send out a big thank you to Jan Mitchell and Nancy Soutar for their extraordinary efforts in decorating the clubhouse for the Christmas season and for the fabulous Christmas party. We appreciate you!

## THIS MONTHS CALENDAR OF EVENTS

### JAM SESSION



A group of dedicated local musicians living in the Sacramento area will liven up the Woodside's card room on **Thursday, February 17, 7:30 - 10 pm**. These musicians call their jam sessions SLOJAM. They will jam to the music of their fiddles, mandolins, hammer dulcimers, guitars, cellos, penny whistles, accordions, banjos -- a variety of acoustic instruments, in other words! Irish, Scottish, American and English traditional tunes are the mainstay of this group's musical explorations. Woodside residents are welcome to come listen and to tap their feet! Stay tuned for future dates.

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**SPRING CRAFT BOUTIQUE** – Mark your calendars for April 9<sup>th</sup>, Old Woodside Clubhouse.

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**Swanston Community Center** – offers many morning and afternoon classes in art (painting etc.), and computer classes.

## TIPS FROM WOODSIDE ON TENANT SCREENING

Good tenant screening protects the owner's investment as well as the Woodside community as a whole.

Rental screening can include but is not limited to:

- Credit Reports
- Eviction Search
- Criminal Search
- Bad Check Search
- Previous Tenant History
- Verification of Social Security Number
- Risk Scores

The following credit service companies provide these services:

Rental Housing Association (RHA) (916) 920-1120

Credit Bureau Associates (CBA) (800) 564-6440 x 124

### **Very Important! Owner Responsibilities:**

All tenants must register with the office upon move-in

Rental agreements must be a minimum of six (6) months

Provide tenants with a copy of the CC&R's and Rules & Regulations

(copies available in the office)

Owners are responsible to the Association for any breach of

Rules by them, their **tenants**, or guests

## WOODSIDE SERVICE DIRECTORY

The Association offers these advertisements for the convenience of our homeowners. We do not endorse or warranty any products offered or the workmanship provided by these vendors. Advertise for as low as \$25 per month! Reach over 2,000 readers!! Call the Woodside office for details. 922-8469

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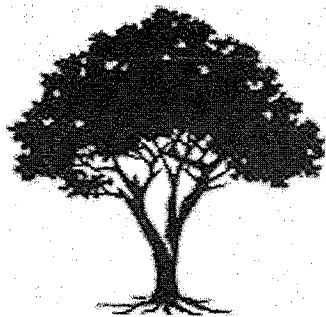
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