

**MINUTES for the MEETING OF the BOARD OF DIRECTORS  
WHITEHAWK RANCH HOMEOWNERS ASSOCIATION**

Monday, August 08, 2011 (revised 08-10-11)

**DRAFT**

**1. Call meeting to order**

A regular meeting of the Board of Directors for the Whitehawk Ranch Home Owners Association was held in the community center at Whitehawk Ranch on Monday, August 08, 2011 beginning at 3 pm pursuant to the written Notice of Meetings. Board members Earl Zeigler, Tom Hayes, Mike Burke, and Steve Ursenbach were present. Bill Gilbert was absent. Also present were Administrative Assistant, Joleen Cline and Water Company Manager, Tom Vannoy and several members of the community.

**2. Roll Call**

See attendees noted above.

**3. Public Comment for items not on this agenda.**

none

**4. Approval of the previous minutes – July 11, 2011**

*After review, upon motion duly made, seconded and unanimously carried, the minutes of the July 11, 2011 board meeting were approved as submitted.*

**5. Committee Reports**

**a. Architectural Review Committee Report – Rich Dunn**

Rich Dunn reported the ARC reviewed the preliminary building plan for the new home to be built at 453 Boulder Drive. There is an approved and agreed to timeline for the gravel drive way portion of the project to be completed by October 31, 2011. The approved time line for the construction of the log home and paving of the driveway is April 1, 2012, – December 31, 2012.

Rich reported he received a call from a resident of Hawk Ridge. They would like to redesign the propane enclosure for the large propane tanks that are in the overflow parking area near the entrance. They plan to remove the logs and build an enclosure that is similar in style and color to the 2 story town homes. Rich reported the propane company wants the end that faces the highway open – however, the board suggested a louvered design or a design which would allow a potential leak to escape under the sides while still covering the tanks from view. The board decided that while they support the plan, they will not contribute to it financially at this time.

Rich reported he and Earl drove around the community and noted homes which did not have address posts or house numbers. Rich reported there were 4 homes where addresses were either non-existent or in very poor shape. Rich reported he would draft letters to the homeowners asking them to comply with the address post policy.

The ARC approved the refund of the Blanc's landscape deposit.

**b. Road & Open Space Committee Report – Steve Ursenbach**

Steve Ursenbach reported Black Widow returned to spray areas that it appears were missed on their first pass around the ranch. Tom also fine tuned the irrigation system in the island at the entry.

Steve reported Mr. Luciano's ranch manager is pleased with the fence repair on Miner's Passage. We expect they will reimburse the HOA for part of the cost of the repair.

Buzz McCann is working on the log replacement on the bridge on Whitehawk Drive. The logs will be cedar and will be stained.

The patch and road shoulder work was completed. The shoulder work and drainage improvement has taken approximately 210 hours. There is still additional work to be done. Steve estimates the total for all shoulder and drainage work will come to approximately \$6,000 which will be paid from reserves.

Tom Vannoy reported he and his staff will be going back over the shoulders to compact the soil and improve drainage once we receive some wet weather.

Steve spoke with Advanced Asphalt regarding slurry coating. They are planning to slurry coat the roads in the Town Home development, part of Miner's Passage, Quail View and Whitehawk drive for a total of approximately 250,000 feet. They expect to do all that slurry coating for about \$52,000. With this slurry work, we will still remain within the budgeted amount for all road and shoulder work done this season. The bids we have received this year are very competitive due to the slow market.

*After review, upon motion duly made seconded and unanimously carried, the board approved an additional \$10,000 to complete the proposed road work described above including striping.*

The HOA will send notification out to the community regarding traffic controls, etc as soon as more information is available.

Steve reported folks have been responding to his letters to remove dead trees. The golf course also has a few dead trees. It is expected those will be taken down after the course closes for the winter.

**c. Hospitality Committee**

Joleen Cline reported we have received RSVP response for approximately 70 persons at this time.

**6. Treasurer's Report – Joleen Cline**

**a. Insurance refund review**

Joleen Cline presented the financial reports for July which were emailed to each board member.

Mike Burke provided an email from 05-20-11 showing the HOA will receive a premium refund due to the decrease in umbrella coverage from \$15m to \$5 million. Joleen will let the board know when that refund is received.

**7. Community Board updates - from the CSD, TOA or MWC.**

Steve also provided the snow removal services contract between the Mutual Water Company and the Home Owners Association. The contract is for \$29,000 and includes an 800 hour cap for the season. If an extraordinarily heavy snow season hits, the Mutual Water Company will bill the HOA for overage hours.

*After review, upon motion duly made, seconded and unanimously carried, the board approved the contract between the HOA and the MWC for a total of 29,000 which includes a cap at 800 hours of labor.*

**8. Old Business**

**a. Annual Meeting final planning/discussion.**

Terri Skutt volunteered to serve as the inspector of elections for the HOA.

Several people volunteered to help set up beginning at 9:00 a.m. Joleen Cline will pick up bags of ice and bottled water.

Earl reported he will reserve time for Steve Ursenbach to give a road and open space report during the annual meeting. He will also plan to introduce Rich Dunn, ARC chairman. Tom Vannoy reported he and his staff will remove the netting from around the gazebo.

Terri Skutt reported she would like to make an announcement regarding Care Flight insurance available as a group purchase. She would also like to set up an informational table with brochures.

**9. New Business**

**a. HOA Budget transition plan to calendar year cycle.**

The HOA board is planning to transition to a calendar year cycle within the next few months. Joleen Cline will work with Steve Ursenbach and Mike Burke to be able to present a draft budget at the September board meeting.

**10. Adjournment**

The next scheduled meeting of the board will be on September 12, 2011 beginning at 3:00 p.m.

*After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 4:31.*