

**AGENDA FOR MEETING OF BOARD OF DIRECTORS
WHITEHAWK RANCH HOMEOWNERS ASSOCIATION**

Monday, September 13, 2010 (updated 10-08-10)

DRAFT

1. Call meeting to order

A regular meeting of the Board of Directors for the Whitehawk Ranch Homeowners Association was held in the community center at Whitehawk Ranch on Monday, September 13, 2010 beginning at 3:00 p.m. pursuant to the written Notice of Meetings. Board members, Earl Zeigler, Bill Gilbert, Mike Burke, and Mo Tarantino were present. Tom Hayes had a scheduled absence. Also present was Administrative Assistant, Joleen Cline; Water Company Manager, Tom Vannoy; Steve Ursenbach, chairman of the roads and open space committee participated via speakerphone, and there were also several members of the community in attendance..

2. Roll Call

See attendees noted above.

3. Public Comment for items not this agenda.

None

4. Approval of the Agenda

The agenda was approved as submitted

5. Election of Officers 2010-2011

After review, upon motion duly made, seconded and unanimously carried, the board elected Earl Zeigler to serve as President of the HOA board for the 2010-2011 term.

After review, upon motion duly made, seconded and unanimously carried, the board elected Bill Gilbert to serve as Secretary of the HOA board for the 2010-2011 term.

After review, upon motion duly made, seconded and unanimously carried, the board elected Mike Burke to serve as CFO of the HOA board for the 2010-2011 term.

After review, upon motion duly made, seconded and unanimously carried, the board elected Tom Hayes and Mo Tarantino to serve as co-vice presidents of the HOA board for the 2010-2011 term.

6. Approval of the previous minutes – August 2010

After review, upon motion duly made, seconded and unanimously carried, the board approved the minutes from the August 09, 2010 meeting with the following changes.

- 1) *A correction was made to item 11.a* “(Correction: upon research 50% plus one vote will be necessary to create a CC&R change - not 180 yes votes).
- 2) *“\$” entered on item 7b. 7th paragraph*

7. **Committee Reports**

a. **Architectural Review Committee Report – Mo Tarantino**

Mo Tarantino reported the committee considered two landscape plans this month (Simpton and Brooks/Allen). The Simpton plan was approved as submitted and the Brooks/Allen plan had a few issues to iron out.

The developers placed a bridge to cross the deep ditch on that property. The board discussed the safety considerations that the bridge provides to pedestrians, while they do want to discourage street parking.

A dog run was installed at Thompson property without the approval of the ARC. The dog run is not unsightly – however, the committee is concerned that additional work may be done without prior approval. The ARC plans to draft a letter reminding them that all changes must be brought to the ARC for consideration and approval prior to start of construction.

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

Steve Ursenbach reported he forwarded copies of his written report to the Board prior to the meeting.

Most homeowners who had tree issues, have complied and removed dead and diseased trees.

There are two dead trees in Boulder Meadow which are dead. At the request of Plumas Corp, the owner of the property has asked for a variance to leave the dead trees which he believes will enhance the look of the restored stream. He reports within a year, all the needles will come off the trees and they won't look as bad as they currently do. The homeowner also stated that he believes he is exempt from the HOA tree policy as noted in his annexation documents.

The board reported they would like the opportunity to see the annexation documents prior to formalizing a plan.

Tomorrow (Wednesday) the pavement work will be done. The slurry coating for Hawk Ridge and Prospector will be done on Sept 16.

Sierra Nevada Construction will honor the quote for slurry work for next Spring. The roads have been crack filled and it is not suggested to move forward with slurry coating due to the cold evening temperatures. This work will be re-scheduled for Spring 2011 which includes McKenzie from Black Bear to Miner's Passage and Miner's Passage from McKenzie to Black Bear.

Steve reported they are working on a complete review of the reserve study. There are several items to be added including the rock front entrance, signs, etc. The committee will be expanding the types of categories which will capture all the assets owned by the HOA.

Mike Burke reported there are two posts which have come loose jeopardizing the rest of the fence line which keeps the cows contained along Luciano's property. Earl reported he would like Tom to review the extent of the damage and get a bid for the repairs. Then the board can approach the neighboring property owners to see if a shared agreement can be reached to make the repair.

Steve Ursenbach asked to have two projects added to the priorities list. 1) At the top of Boulder near the South Boulder turn - the culvert is not carrying the water and there is significant erosion right up to the edge of the roadway. Bid for the work would be \$1,000 from reserves. 2) Continue to work on sapling removal at a cost of \$2,000 from reserves.

After review, upon motion duly made, seconded and unanimously carried, the board approved the expenditure of up to \$3,000 to complete the two projects noted above.

Steve reported there are three additional projects 1) Boulder drainage (estimated \$500) 2) Water Treatment Plant Road (estimated \$1000) 3) Whitehawk Drive Bridge Repair (estimated \$3,000).

After review, upon motion duly made, seconded and unanimously carried, the board approved the expenditure of up to \$4,500 for the 3 projects noted above for 2011.

Jay Skutt asked how the "esthetic" type expenditures might effect the HOA's ability to balance the reserve fund going forward. The board held a discussion regarding this.

8. Treasurer's Report – Joleen Cline

Joleen Cline provided a review of the financial reports for August 2010 which were previously emailed to the board.

After review, upon motion duly made, seconded and unanimously carried, the board approved the August 2010 financial reports as submitted.

9. Community Board updates:

a. CSD report

Ivan reported the pool is being re-plastered right now. They are using an improved material which should extend the life of the pool surfaces.

There are repairs being made to the tennis courts at this time as well. There will be some resurfacing completed as well. The CSD expects additional maintenance work to be scheduled every year due to the fact the tennis courts were installed in an area where high water exists.

The CSD continues to have issues with unauthorized people using the facilities. The board will review the policies over the next few months and roll out a new use policy in April 2010 for the community to review. They expect to have new policies in place before the facilities open next Spring.

The August CSD board meeting was cancelled. The CSD will meet again in September.

b. TOA reports (phase IV, V & Hawk Ridge)

none

c. MWC report

none

10. Old Business

a. Update - dues or reserves delinquencies – Joleen Cline.

Joleen reported the only account that remains in issue is Act 304(H) which is rumored to be in foreclosure.

b. Update - consent forms regarding electronic communication, progress.

Joleen Cline reported the association has received approximately 80 signed opt-in forms which will provide a significant costs savings to the association in smaller duplication and postage expenses in the coming years.

c. Annual Meeting review / 2010 attendance.

The board held a general discussion regarding the annual meeting. Dave Heaslett reported it would be nice to once again recognize new homeowners at each annual meeting.

d. GFPD update new fire station at Whitehawk Ranch

Terri Skutt reported she has not received any negative response relating to the proposed fire station. She has called and/or sent letters to all bordering property owners asking them to call Terri if they have any objection or questions. The seller has asked for a 60 day extension to give them additional opportunity to meet the requirements of the sale. Terri reported no matter where the fire station would end up being built, a CC&R change would need to be embarked on.

Terri reported the fire district, at this time, is planning to build their fire station structure with four (4) bay doors. Steve Ursenbach reported the height of the building will be effected by how wide the building is, and a building with four doors

will need to be much higher than a building with two doors where engines are stored two vehicles deep.

The design will ultimately need to obtain approval by the Architectural Review Committee. Earl Zeigler reported at the first informational meeting, the fire chief reported they were planning for two bay doors. Nancy Homer reported she feels we are still in the preliminary stages of this plan and should support exactly what the fire department states that they need. Earl Zeigler reported there is still quite a bit of uncertainty. Graeagle Fire Protection has identified land that they want to purchase. One of the conditions of the sale, is that the community approve a CC&R change before they know what the building will look like, whether Plumas County will approve the permit, whether Cal Trans will approve the location for entrance and exit of a fire station, etc.

Terri reported that she phoned all the neighboring property owners and informed them that the plan is for a 4 bay station. The design for such station will have to obtain ARC approval prior to start of construction so the community should have enough information to move forward.

Ivan Randall reported the administration has asked the officers what type of equipment they would like to see housed at the Whitehawk location.

Steve Ursenbach reported we can run with the information we have and we can go out to the community with everything that they need to know before they vote on a CC&R change.

Terri reported there is a Fire District board meeting on Thursday. A final draft of his letter will be completed after the CC&R attorney has prepared the CC&R amendment. Steve reported there is a newsletter scheduled for the end of the month. Steve suggested including a write up in that newsletter informing the entire community of the potential for a new fire station to be built at the ranch.

11. New Business

a. 2010 open space invoice approval, \$2,200 from MWC.

After review, upon motion duly made, seconded and unanimously carried, the board approved payment of \$2,200 to cover work on open space tasks completed by the Mutual Water Company for the Home Owners Association.

b. MWC bid for Snow Removal service for 2010/2011

Steve Ursenbach reported a bid of \$28,000 has been submitted by the Mutual Water Company to the Home Owners Association for snow removal services to be completed for 2010/2011. Steve clarified this bid does not include any open space work.

After review, upon motion duly made, seconded and unanimously carried, the board approved the contract for snow removal services to be provided by the Whitehawk Ranch Mutual Water Company at a cost of \$28,000.

Earl reported he will execute the contract later today.

c. Requested CC&R change to allow special use permit for fire station.

The CC&R amendment is still being drafted. More information will be forthcoming.

12. Adjournment

The next scheduled meeting of the board will be on October 11, 2010 beginning at 3:00.

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