

**MINUTES of the MEETING OF THE WHITEHAWK RANCH  
HOMEOWNERS ASSOCIATION**

**March 13, 2023 (approved 05-08-2023)**

**1. Call to Order**

A regular meeting of the Board of Directors for the Whitehawk Ranch Homeowners Association was held at the Community Center at Whitehawk Ranch on Monday, March 13, 2023, beginning at 3:00 p.m. pursuant to the written Notice of Meetings. Directors, Earl Zeigler and Taylor Carr were present at the Whitehawk Ranch Community Center. Rick Russo and Ken Hyatt participated via ZOOM teleconference. Cathy Danielson was absent. Joleen Cline served as recording secretary. Earl Zeigler called the meeting to order at 3:02 p.m. Two homeowners attended in person, and one additional member participated on ZOOM.

**2. Roll Call**

See attendees noted above.

**3. Public Comment-** Opportunity for the public to make a statement on a topic that is **NOT** on the current agenda.

Earl reported he volunteered to attempt to negotiate a new agreement with a propane provider. The current contract with AmeriGas will expire at the end of April. Earl has tried to reach out to them; however, they have not returned his calls. In the meantime, he met with the general manager for Farrell Gas who submitted a proposal for the community. Under the old agreement with AmeriGas, Whitehawk clients pay .51 cents over rack rate from Reno and \$1 per year for tank rental. The Ferrell Gas proposal shows Whitehawk clients paying \$35 per year plus .65 cents over the rack rate. Earl reported after his meeting with the general manager, he found online that they were offering an even better rate with another community in Lake Almanor. When questioned about it, their response was that the other community has over 1000 customers and Whitehawk only has the potential for 150 customers.

The bottom line is that AmeriGas may not want to renew our contract because they left a lot of money on the table over the past couple of years with a multiyear contract amid rising oil prices.

**4. Approval of Previous Minutes – December 12, 2022**

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the December 2022, Board meeting as submitted.*

**5. Treasurer's Report & Delinquent Accounts Review**

Joleen provided copies of the December 31, 2022, and February 28, 2023, financial reports via email prior to the meeting.

*After review, upon motion duly made, seconded, and unanimously carried, the board approved the Financial Reports for the period ending 12-31-2022 and 02-28-2023 as submitted.*

**6. Committee Reports**

**a. Welcome Committee – Judy Simpton**

Judy Simpton was absent but provided a written report for the board. No welcome baskets have been delivered yet this year. The committee has supplies for new baskets.

There was a soup dinner in January which was attended by 33 people with many new owners in attendance. There is another dinner scheduled for this month, however, only 13 RSVPs have been received so far. The minimum number is about 20 so this month's dinner may be cancelled if more folks do not submit an RSVP.

Judy reported she and Marcia took an inventory of all the items in the kitchen to determine if items have been broken or lost over the years. The CSD purchased the flatware, plates, and glasses approximately 20 years ago. The men's club donated the wine glasses.

**b. Architectural Committee – Bob Simpton**

Bob Simpton reported the committee is working to update the Architectural Review Guidelines. Bob stated since January he has had three builders who each own property in the development and want to know what the rules are to get started on building projects here.

There are 2 properties that have paid their deposit and fees with another coming shortly. There are two homes still under construction which should be finished this year.

Richard Daun is retiring at the end of the year and not taking on any new projects. He has offered to recommend another person who may be available to serve as the next consultant to the Committee.

A buyer interested in purchasing parcel G has been in communication with the Board regarding the foundation that was installed and then abandoned on that parcel. The Board has suggested that a \$40,000 compliance deposit be held on deposit by the HOA to ensure the foundation is removed once the weather allows.

**c. Roadways Report – Steve Ursenbach**

Steve reported he has been in contact with Jet Plumbing out of Reno, NV. We are asking that they inspect and then create a maintenance plan for all the culverts withing the development. The information would then be included in our next reserve study.

Steve reported our roads consultant, Seth Padovan shared that there were 3 contractors who bid on our road maintenance project, and it appears we will come in under budget. In 2015 we had not yet started working with Seth Padovan and at that time we planned to spend \$128,000 on micro surfacing and then \$450,000 to top the roads with a 2" overlay in 2023. Now, after hiring a paving specialist, we plan to spend less than \$300,000 on the project and will be using updated products and techniques. We are coordinating our road maintenance work with Nakoma and Graeagle Meadows who also have substantial paving projects this year. There will be a contract coming for Earl's signature.

Steve reported all marked areas of Whitehawk Drive will be patched, then 195 square feet of Whitehawk Drive will be cape sealed and re-stripped between the bridge and going through to the front entrance. Miner's passage, Quail View, and all of the TOA roadways will be slurry sealed this year as well.

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the bid to enter into a contract with Sierra Nevada Construction in an amount not to exceed \$300,000.00 for the 2023 road maintenance project.*

Whitehawk drive will be done half at a time so we can get in and out. We do not yet have a schedule for the work.

**d. Firewise & Open Space – Chuck Bowman**

Chuck reported things have been quiet over the winters. This is the first year since he started working on the hazardous tree removal that we weren't able to finish what we had planned due to the weather.

The fire fuels removal contract is set through the end of 2023 so it will be moving forward as soon as weather allows.

**7. Old Business**

**a. Reminders regarding repeated pet issues throughout the community.**

Earl reported we continue to receive reports that there are members of the community not following the rules regarding pets. There are forms that must be completed and submitted when neighbors witness and decide to report violations of the CC&Rs. Documentation and photos are helpful, and when those are received the Board can move forward with the enforcement policy.

**8. New Business**

**a. Call for newsletter articles, send in word document to Ken**

Ken reported he will be sending out a request for articles with a plan to distribute the spring newsletter in May.

**b. Seek bids for Spring abatement project**

Steve reported they have requested a bid from Nevada Environmental for spring pre-emergent spraying. Steve expects the bid to be in the \$4,000 area.

*After review, upon motion duly made, seconded and unanimously carried, the Board approved the expenditure no to exceed \$5,000 for spring weed abatement spraying.*

- c. **Review bids and choose Contractor for 2023 Road Maintenance Project**  
See item 6.c. above.
- d. **Next Meeting: May 08, 2023, at 3 pm**

**12. Adjournment**

*After review, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 03:54 p.m.*

**Minutes were prepared by Administrative Assistant,  
Joleen Cline**