

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

September 11, 2023 (approved 11/13/2023)

I. 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, September 11, 2023, beginning at 3:00 p.m. pursuant to the written Notice of Meetings. Directors Ken Hyatt, Taylor Carr, Bill Meagher, Doug Hecker, and Jack Miller were present at the Whitehawk Ranch Community Center. Joleen Cline served as recording secretary. Ken Hyatt called the meeting to order at 3:01 p.m. Four homeowners attended in person, and seven additional members participated on ZOOM.

II. Roll Call

See attendees noted above.

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

A member asked about a tree on his property that was tagged for removal. Chuck Bowman responded that he is aware of the tree and will give a tree report later in the meeting.

A member asked if the HOA has ever maintained a list of licensed contractors working in the county. He recently has had a difficult time finding a roofer to give him a bid. Taylor responded we all have had the same issue finding reliable and available contractors. It would be an impossible task to keep an updated list of contractors because it would go out of date as soon as it was assembled.

IV. Appointment of 2023/2024 Officers, President, Vice President & CFO

After review, upon motion duly made, seconded and unanimously carried, the Board appointed Bill Meagher to serve as President, Jack Miller to serve as Vice-President, and Ken Hyatt to serve as Treasurer for the period of one year.

V. Approval of Previous Minutes – July 10, 2023

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the July 10, 2023, Board meeting as submitted.

VI. Treasurer's Report

Joleen provided copies of the September 11, 2023, financial reports via email prior to the meeting.

Ken reported the Budget year to date is prorated, and the total annual budget is show in the far-left column. The HOA is currently running with a small surplus because of pre-

paid dues. Ken reported he expects we will be on budget at year end. We did have significant reserve expenses this year. The lion's share of the roads were resurfaced earlier this year and that project was planned, and funds were available based on the reserve plan.

After review, upon motion duly made, seconded, and unanimously carried, the board approved the Financial Reports for the period ending 08/31/2023 as submitted.

Joleen reported we had over 100 members participate in the annual meeting. Jack reported a member mentioned to him that the Board could consider changing the annual meeting to a potluck. Ken reported we have historically provided the meal and believe that it helps encourage attendance. We used to pay for wine and appetizers and did not do that this year to reduce costs.

6. Committee Reports

A. Welcome Committee – Judy Simpton

Judy Simpton reported we have several new property owners since the last meeting. Judy reported the Welcome Baskets for new homeowners cost approximately \$100 each. They have several nice items inside including items purchased from the Golf Club.

Judy asked if the Board would include information in the upcoming newsletter regarding the Care Flight program. The current program covers service to Enloe (Chico), Reno, and Southern Oregon. In the past they have offered a household rate.

Judy reported she would continue to serve as the Chair of the Welcome committee for another year along with Cathy Danielson and Chris Hyatt.

B. Architectural Committee – Bob Simpton

Bob Simpton reported we continue to receive inquiries about building at Whitehawk. He regularly refers members and perspective buyers to the guidelines.

Bob reported there is a project on Prospector which was started 2 years ago, and then the property was sold. The new buyer did some site prep, but nothing else has transpired since.

The Committee has participated in a preliminary design meeting for a project on Quail View. A lot has been surveyed on Black Bear and there was a request to change a setback. That request was denied because there wasn't enough information. The setbacks are designated in the CC&Rs.

The updates to the ARC Guidelines project are still moving forward.

Dan Merrick may not be able to participate this year. Gretchen Merrick plans to remain on the committee. The committee will meet again in October.

The committee has received complaints about the installation of unauthorized mechanicals such as generators and air conditioners.

There is a large piece of property that was going to be subdivided many years ago. It is the remainder of Phase 8 Unit 3 that has a rusty shipping container on it. The committee will continue working on this item.

Bob thanked Doug for coming to the meeting last week. The committee has had a difficult time this last year with a lack of procedures for items occurring in Hawk Ridge and the TOA. They have a draft simplified procedure recommendation that they will present to the Board in the near future. It directs how the groups communicate with each other and who (which Board) takes action first and when. With the TOA's help, the committee believes they have found definitive information regarding the property lines in the TOA Area.

Bob Simpton reported he would continue to chair the Architectural Review Committee for the time being.

C. Roadways Report – Steve Ursenbach

Steve Ursenbach reported we recently completed a historical event at Whitehawk Drive and installed a new Cape Seal surface to Whitehawk Drive. Years ago, we believed this project might cost half a million dollars, and this year we were able to complete that project at just over \$300,000.00. We will be doing a similar project in a few years on Boulder Drive as well as other roads within the development and we are setting aside funds in reserve for that project. The HOA also completed shoulder weed abatement and crack sealing.

Steve reported there are approximately 62 culverts around the ranch that the HOA is responsible for. He is preparing to add the maintenance and replacement of the culverts to the reserve study. The sediment and reed growth around the culverts made it difficult to identify them all. We are working with Jet Plumbing to inspect and clean the culverts. The culvert is the last item that we need to get our arms around. We plan to replace the decking on the rail car bridge every 15 years.

Steve reported he is willing to continue serving as the Chairperson of the Road Committee for another year.

The Board discussed adding lights and reflectors to the median at the entrance of the development. It is difficult to see the median in snow or fog. Joleen volunteered to purchase solar lights and reflectors for the median planter.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to spend up to \$500.00 to add reflector and solar lighting in the median planter.

D. Firewise & Open Space – Chuck Bowman

Dale Hastie reported he will be stepping up into the Firewise and Open Space Chair position upon Chuck's retirement. He reported he has very big shoes to fill. The Mohawk Valley Fire Fuels Removal program is underway. It includes taking out trees, masticating and removing ladder fuels. Sarah Jones is the forester overseeing the project. The project includes 1000 acres across the county. The committee has been working on the removal of dead trees within the Whitehawk Ranch boundaries. Mike Smith will be back working at Whitehawk removing dead and diseased trees in another week.

Chuck reported the State is serious about not having any combustible materials within the first 5 feet of a foundation. Cal Fire is currently conducting inspections in our area. The committee is planning to have an event showcasing a home that is fire wise compliant.

Chuck reported the new law has passed; however, it is not being enforced until next year. Chuck reported he will contribute an article for the upcoming newsletter.

Doug reported he would like to understand what the enforcement procedure is regarding the Fire Wise laws. Chuck reported he understands the fine could be \$500.00.

Dale Hastie reported he would chair the Firewise & Open Space Committee for the next year.

7. Old Business

A. Any Open issues from Annual Meeting

Doug suggested in the future, the CSD hold their own annual meeting instead of tagging on to the end of the HOA meeting.

8. New Business

A. Confirm Committee leadership positions.

See item 6 above.

B. Preliminary 2024 HOA Budget discussion

Ken reported he is anticipating a significant increase in the MWC contract next year. Currently he is looking at dues moving from \$84 to \$90 per month.

Joleen reported about the relatively small overage that was incurred due to the snow removal needs in the community last year. Other associations experienced expenses 4 to 6 times what we experienced at Whitehawk because they had to pay overtime or

hire outside contractors to remove snow. Because the Mutual Water Company has a well-trained and fully staffed crew, the MWC was able to keep the community open and safe by staggering the schedule of staff members which negated the need for paid overtime and outside contract help.

Ken reported as the Mutual Water Company and HOA Treasurer, he is conservative fiscally. He is planning to temporarily decrease the amount being contributed to reserves in order to balance the budget, however, he believes much of that decrease can be made up through interest earned.

Contract Services include snow removal, drainage maintenance, hazardous fuel reduction and administrative services including bookkeeping.

C. Newsletter articles from HOA, MWC, TOAs, CSD and Sports Clubs.

Ken reported we put out a call for articles. We have had great cooperation over the past few years with community leaders submitting interesting articles. Ken suggested that articles are submitted by the end of September so that we can have the newsletter ready to go out the first week of October.

D. 2024 Community Directory update forms mailing late September

Joleen reported a mailing is planned which shows members what their current listing looks like, and encourages them to submit changes in a timely manner.

E. Discussion regarding CSD – HOA Consolidation

Doug Hecker reported Clint Dudley, Joe Smock and Earl Zeigler have met with both the County LAFCo attorney and later the HOA attorney to inquire about the possibility of consolidating the CSD and the HOA.

Currently, for the CSD to raise their assessment, they would need a majority of the District's registered voters to support it and vote it in. The CSD has difficulty finding District members to serve on the Board since there are less than 72 registered District voters. The need to have a recreational district (which is what is left since we no longer have a volunteer fire dept) is probably very small. With a consolidation the district assessment that is collected through the property tax bill would need to be collected through HOA dues instead. The budget that was recently adopted by the CSD is a deficit budget which means the CSD needs to increase assessments or do things differently. The CSD has spent over \$200,000 resurfacing the pool, spa, and parking lot. If this consolidation moves forward, the HOA Board would take ownership of assets that are in very good condition. Doug reported he would ask Joe Smock to put a proposal together for the HOA Board to consider.

Jack Miller reported once the HOA and CSD Board clearly understand what the consolidation and then dissolution of the CSD would entail, we will work together to educate and communicate with the community.

12. Adjournment – Next meeting is November 13.

After review, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 04:22 p.m.

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