

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

November 13, 2023 (approved 12-11-2023)

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, November 13, 2023, beginning at 2:00 p.m. pursuant to the written Notice of Meetings. Directors Ken Hyatt, Doug Hecker and Jack Miller participated via ZOOM. Bill Meagher was present at the Whitehawk Ranch Community Center. Taylor Carr was absent. Joleen Cline served as recording secretary. Bill Meagher called the meeting to order at 2:04 p.m.

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.
none

IV. Approval of Previous Minutes – September 11, 2023

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the September 11, 2023, Board meeting as submitted.

V. Treasurer's Report

Joleen provided copies of the October 31, 2023, financial reports via email prior to the meeting.

Ken reported we have the opportunity to earn interest on our reserve funds which we have not enjoyed in the past few years. Even after the major road work was completed this year, we are well positioned in reserves. We will have a couple years of replenishing the reserve account before the next large project is scheduled.

After review, upon motion duly made, seconded, and unanimously carried, the board approved the Financial Reports for the period ending 10/31/2023 as submitted.

6. New Business

A. Define Committee Responsibilities and Procedures

i. ARC Committee

Bob reported Lisa Smock has been handling all the typing and formatting of the updated policy. The Committee devotes about 2 hours each month to this project.

The committee is recommending a substantial increase up to \$10,000 for the refundable deposit. They also recommend increasing the non-refundable fee to

\$2,000 given the challenges they experienced this year. The committee removed several sentences that conflicted with each other, and also removed items that were redundant. Over the past year, it has become evident there is a disconnect between the 3 HOA boards regarding Architectural Review and CC&R violations.

Bob reported he feels the Whitehawk website is confusing and not user friendly. The HOA has multiple versions of documents in separate locations. The website doesn't fit for everyone, some folks still want to have printed documents. Bob reported that new owners don't seem to read their welcome packets, especially the part where they need to get approval before beginning any work on the exterior of their homes. Bob suggested that landscape change requests should be reviewed by the Fire Wise Committee before they come to the Architectural Review Committee.

The committee has included check lists at the back of the new document so that owners are certain they have submitted a complete application.

Mr. Merrick reported the new document is user friendly and will also be searchable.

Doug reported he applauds the effort to consolidate and clean up the document. The most important piece is to clarify the submittal and approval process. Once the Board has the chance to look through the documents Bob has provided, the Board will have the opportunity to talk to the Hawk Ridge and TOA Boards.

ii. Firewise & Open Space

no report

B. Review and Approve MWC Contract for Storm Services

After review, upon motion duly made, seconded and unanimously carried, the Board approved the Snow Removal, Drainage Maintenance and Hazardous Fuels Removal Services contract as presented.

C. Review and Approve MWC Contract for Administrative Services

After review, upon motion duly made, seconded and unanimously carried, the Board approved the contract for Administrative Services as presented.

D. Approve HOA Budget for 2024

Ken reported he sent a proposed budget to the Board members via email prior to the Board meeting today.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the 2024 Budget as presented. The new budget sets the monthly assessment at \$90.00 per member.

Ken reported he expects the interest earned may very well exceed the amount he has included in the budget.

E. 2024 Community Directory and Disclosure mailing update

Joleen reported the Community Directory has been sent to the printer. Now that the 2024 budget has been approved, she will begin printing and assembling the coupon books for the annual disclosure mailing.

F. Discussion & Next Steps regarding CSD-HOA Consolidation

Joe Smock reported we introduced the idea of the consolidation at the Annual meeting. We have a complicated and large governing structure at the ranch. We have a Mutual Water Company, several Homeowners Associations, and a Community Services District.

The community started funding the Community Services District in 2000. At that time, the Board was tasked with managing 100 acres of open space, the pool, the tennis courts, the trails, the community center and gazebo.

In the beginning, there also was a volunteer fire dept. In 2007, the Volunteer Fire Dept was disbanded when Whitehawk was annexed into the Graeagle Fire Protection Dist. In 2014, an increase to the parcel tax assessment was approved by the Whitehawk Ranch owners who vote in Plumas County.

We are now working towards consolidating the CSD with the HOA. Currently only Plumas County registered voters can serve on the CSD Board and vote on matters regarding the CSD. The CSD has often had trouble filling the Board seats as less than 20% of the owners at Whitehawk are registered to vote here. Another reason to consolidate the Boards is to simplify the governance of the community and reduce the number of community meetings, administrative and accounting load.

Joe reported recently there was a meeting which included Joe Smock, Earl Zeigler (the then HOA President), Joleen Cline, and a representative of Plumas LAFCo to discuss what would be required to achieve the consolidation from the CSD perspective. There also was a meeting with the HOA attorney, John Hansen, to understand what would be required from the HOA would need to work in parallel preparing a package for HOA perspective. The consolidation would require both a vote from the HOA approving the consolidation and approving responsibility for the assets and a vote from the district members registered to vote in Plumas County approving the dissolution of the current Special District.

The CSD Board feels it is in the long-term best interest of the Whitehawk property owners to work towards the consolidation.

Ken Hyatt reported the assets the CSD currently owns would be those that traditionally are managed by a HOA. The reason we originally had the CSD was due to the volunteer fire department and that purpose no longer exists. There will not be

a substantial savings in costs through the consolidation, however, there could be a savings in labor and efforts.

Steve Ursenbach reported we tried to move toward consolidation several years ago, but the project was not able to get traction behind it.

Joleen reported about the assurances that would come to the homeowners by the HOA taking ownership and responsibility for the CSD assets. There is a civil code that dictates an HOA's responsibility to maintain assets and to reserve funds for future repairs and replacement of the community assets. The most natural path forward is for the HOA to work with their attorney, and the CSD to work with Jennifer Shields with LAFco.

Years ago, when the HOA updated their CC&Rs, it was a monumental task. It was very difficult to get members to participate in the vote and to read the document. Steve reported he still feels it is the right thing for the community. Doug agreed that this project will take a substantial amount of time and effort.

Joe suggested we form a working committee to flush out the details.

After review, upon motion duly made, seconded and unanimously carried, the Board moved to take the next steps toward working with the CSD on the consolidation. The CSD will bear the costs for LAFCo. The Board also appointed Doug Hecker to serve as the HOA representative to the consolidation committee.

VII. Committee Reports

A. Welcome Committee – Judy Simpton

Judy Simpton reported the Welcome Committee has had 1 change and property since the last meeting. The Otis' bought on Fox Tail. She will set a date to deliver the welcome basket once she hears back from them.

B. Architectural Committee – Bob Simpton

Bob Simpton reported it has been a slow time. They have one home nearly finished on Black Bear, one home in the planning stage, and two new homes that plan to get started in the Spring.

i. Property Boundary issue (see attached)

Bob reported when the Wrights started building in the Vistas, the committee found there was a barbed wire fence coming right up to the back corner of their property. The fence should have been 15 feet away from that property boundary. The committee researched and found there is a 15-foot-wide parcel owned by the CSD that follows the Whitehawk Ranch boundary.

Joleen reported the CSD is working with Dan Bastian on another property boundary and easement issue. The CSD can work with Dan on this issue as well.

C. Roadways Report – Steve Ursenbach

Steve thanked Joleen and Ian for adding solar lighting and reflectors to the center median at the entrance.

Steve reported Jet Plumbing came out and worked on the culverts. Steve thanked the MWC Board for using the backhoe to clear the ends of the culverts so that the hydro-jetting could be completed. He is hopeful we will receive some heavy rains this year that will flush out any left-over debris in the culverts. Once cleared, we will be able to have someone complete the inspection.

D. Firewise & Open Space – Chuck Bowman

Dale Hastie reported the Mohawk Valley fuel reduction program has been completed and the contractor has left the area. The contractor damaged part of the yellow trail, but thanks to the dog walkers, the trail has been cleaned up now.

Dale reported Whitehawk recently received its own Fire Wise Designation.

VIII. Adjournment

After review, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 02:48 p.m.

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