

MINUTES of the MEETING of the BOARD OF DIRECTORS OF THE WHITEHAWK RANCH TOWNHOME OWNERS ASSOCIATION

March 13, 2023 (approved 05-10-2023)

1. Call meeting to order

A regular meeting of the Board of Directors for the Whitehawk Ranch Townhome Owners Association was held via ZOOM on Monday, March 13, 2023, beginning at 11:00 a.m. pursuant to the written Notice of Meetings. Directors Penny Popken, Nancy Johnson, and Jean Bonander participated via ZOOM. Bob Danielson was absent. Joleen Cline served as the recording secretary. Jean Bonander called the meeting to order at 11:04 a.m.

2. Public Comment (for items not listed on the agenda – limit 5 mins each)

none

3. Minutes – Regular Meeting of December 12, 2022

After review, upon motion duly made, seconded, and unanimously carried, the minutes of the December 12, 2022, meeting were approved as submitted.

4. Financial Reports

Joleen provided financial reports to the Board members via email prior to the board meeting. Joleen reported as of 02/28/2023 the total balance in the reserve accounts was \$321,720.72. The Association is only two months into their new budget and no budget overruns are expected at this time.

5. Reserve Study/Capital Projects Discussion for 2023

a. Driveways Evaluation Update

No report. See item e. below.

b. Deck Re-staining Update

Pending

c. Reserve Study Update

Joleen reported we will move forward with an update to the reserve study as soon as the costs for the road and deck maintenance projects have been determined.

d. CC&Rs/Bylaws Ballot Measure

Jeanne reported we will plan a discussion for a future meeting regarding communication with the community regarding a new CC&R and bylaw ballot measure.

e. Approve Agreement for Pavement Maintenance Construction Management Padovan Consulting LLC

Joleen presented a proposal submitted by Seth Padovan. Seth will inspect all the driveways and mark where repairs are needed. Nancy reported Seth had already seen some of the big issues and made note of them. Seth might also make recommendations on trees that should be removed prior to the driveway work.

Charlene Howard asked about side-walk repair and if there are plans to do anymore of

that in the future. Bob reported we did a lot of cement repair work last summer. Bob reported there are funds set aside for future concrete repairs every other year. Charlene reported she has cracks in her walkway at 32 Deer Creek Crossing, and perhaps they were not significant enough in the last concrete project list, but is hopeful that it could be repaired in the future.

Charlene asked if the front steps are also included in the deck estimate. Bob reported no repairs are included; however, the staining is included. Homeowners will need to replace any bad boards before the staining occurs.

Terry Martin asked if the decks would be sanded before they are stained. Bob reported the estimates from the contractors include sanding prior to sealing.

After review, upon motion duly made, seconded and unanimously carried, the board approved the bid from Padavan Consulting to manage the driveway repair and sealing project at a cost not to exceed \$3,000.00.

6. HOA/TOA Update on TOA Guidelines and ARC

Jeanne reported she and Bob met in the fall with Earl Zeigler and Ken Hyatt to discuss ways to effectively and efficiently coordinate ARC items with the master association. The TOA is subject to the Master Association ARC Guidelines, and there are also a few topics specific to the TOA which need to be addressed. The HOA approved new guidelines in February of 2022. Jeanne drafted a document for the Board to help edit. The updated document has been shared with Lisa Laughlin (TOA ARC) as well as Earl and Ken for consideration.

7. ARC Report

No report

8. Consider Interim/Long Term Board Members Appointment or Next Steps.

Jeanne reported she would like to allow the association members to decide by vote on the person to fill the open board position. Last year the association had a positive response to the call for candidates, and she is hopeful that we will have the same response this year with several members interested in being candidates for election.

The Board agreed that they would not appoint a Board member to fill the open position at this time.

Joleen reported the call for candidates' communication will be mailed out in April.

9. Directors Reports/Announcements – Information Only

No report

10. Future Agenda Items

None

11. Adjournment

After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 12:34 p.m.