

Minutes of the meeting of the Board of Directors for the
WHITEHAWK RANCH COMMUNITY SERVICES DISTRICT

November 30, 2023 (approved 03/12/2024)

1) **Call meeting to Order**

A regular re-scheduled meeting of the Board of Directors for the Whitehawk Ranch Community Services District was via ZOOM teleconference on Thursday, November 30, 2023, pursuant to the written Notice of Meetings. Directors Clint Dudley, Dale Hastie, Joe Smock and Doug Hecker were present. Ian Wright and Tom Vannoy from the Mutual Water Company also were present as was Joleen Cline, Administrative Manager, who served as recording secretary.

2) **Public comment** - items NOT on the agenda.

none

3) **Approval of the Minutes from the 09/12/2023 Board Meeting**

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the September 12, 2023, Board meeting as submitted.

4) **Service Contract Renewals (results of closed session)**

a) **Contract for Administrative Services**

After review, upon motion duly made, seconded and unanimously carried, the Board approved the contract for Administrative Services provided by Whitehawk Ranch Mutual Water Company at a contract rate of \$2,240.62 per month (contract attached)

b) **Contract for Building & Grounds Maintenance**

After review, upon motion duly made, seconded and unanimously carried, the Board approved the contract for Building and Grounds Maintenance Services provided by the Whitehawk Ranch Mutual Water Company at a contract rate of \$6,783.68 per month (contract attached).

5) **Financial Reports – Joleen Cline**

Joleen Cline distributed financial reports for the period ending 10/31/2023 prior to the meeting via email. Joleen reported the CSD currently has \$137,680.44 in the reserve accounts and \$41,759.87 in operating. She is hopeful the county will be timelier in distributing funds collected through property taxes this year.

The contracts with the Mutual Water Company approved earlier today will put the CSD overbudget for six months of the current fiscal year. The CSD currently is underbudget for expenses. Pool propane and supplies are significantly under budget this year. The scheduled transfers to reserves have been made.

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

6) **Committee and Facilities Reports:**

a) **Facilities and Grounds Report – Tom Vannoy**

Tom emailed a report on November 14th. The report stated the pool had been drained down, inspected, cleaned and partially refilled. The pond fountain was cleaned and stored for the winter. The newer tennis court nets were also taken down and stored for the winter. Tom's staff has been cutting down dead aspen trees and willows. They will also be pruning until the winter weather sets in.

Ian reported the recent burn was shut down early because Julie from Air Quality felt it was putting too much smoke into the air. She had received complaints from at least one resident in a nearby community. Joleen reported Julie suggested the CSD come up with alternative means of getting rid of green waste in the future. Julie suggested the CSD partner with other associations in the valley to find a new solution to open pile burning.

b) RV Storage – Clint Dudley

Joleen reported invoices for use of the RV storage area went out several months ago, and all invoices had been paid. We do not anticipate members requesting to move into the storage area over the winter. District members who were on the waiting list were contacted as spaces became available.

7) New Business

a) Update on Trail Easement and 15' parcel access issues

Joleen reported she had forwarded an email on Monday, November 27, 2023, from Dan Bastian regarding the 15' access Bob Simpton had discussed earlier during a HOA board meeting. The Board will address this item at a future meeting after they have had the opportunity to view the property boundaries in person and review the report in depth.

b) Update on Community Center A/C Project – Ian Wright

Ian reported he met with Integrity Heating and Air to inspect discuss the opportunity of adding air conditioning to the Community Center. The current ducting systems are plumbed to be able to add refrigeration units to the existing central air. Frank Emsoff will forward bids to Ian for the Board to consider.

c) Update on Solar Assessment / Viability

Dale reported he is gathering information regarding usage in order to complete the assessment.

d) Reserve Study Status Update

Joleen reported she is working with the reserve specialist to complete the update. The reserve study will be a helpful piece of information with regard to the CSD – HOA Consolidation project.

e) Report on the CSD – HOA Consolidation Project – Joe Smock

Joe Smock reported he attended the HOA Board meeting on November 13th. He provided a history of the CSD and explained how a consolidation might benefit the community as a whole. A major improvement that would occur with the consolidation is that all Homeowners would have a voice in the decisions made regarding the community assets. Currently, only the 72 District members who are registered to vote in Plumas County are able to vote to elect Board members or increase dues for the Whitehawk Ranch CSD.

He reported on the results of the conference call that he, Earl Zeigler and Joleen Cline participated in with a representative of Plumas LAFCo. Joe reported HOA Attorney John Hansen is also interested in helping with the HOA part of the consolidation effort which would require a vote from the HOA members to approve both the consolidation and accepting responsibility for the assets. The Whitehawk CSD Plumas County Registered voters would also need to vote to dissolve the current Special District and pass responsibility and assets to the HOA.

The HOA agreed that the consolidation is in the long-term best interest of the Whitehawk property owners and pledged their support in the effort. Doug Hecker volunteered to serve as the HOA representative to a sub committee to work on this effort.

f) Tax Assessment Increase Process

Joleen reported she has the documents that were drafted when the Board decided to add a ballot measure to increase CSD assessments many years ago. The district can send their own ballots if the election does not fall within the timeline needed for county elections.

g) Paint / Stain CSD Building Bid - pending

8) Adjournment

After review, upon motion duly made, seconded and unanimously carried, the Board moved to adjourn at 4:11 pm.