

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

March 12, 2024

DRAFT

1) **Call meeting to Order**

A regular scheduled meeting of the Board of Directors for the Whitehawk Ranch Community Services District was held in the Community Center at Whitehawk Ranch and also via ZOOM teleconference on Tuesday, March 12, 2024, pursuant to the written Notice of Meetings. Directors Dale Hastie, Joe Smock and Doug Hecker were present. Clint Dudley participated via ZOOM teleconference. 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.

Doug reported yesterday during the HOA Meeting it was suggested that the CSD add air conditioning to the Community Center. Joe reported based on our current financials, it would not be a fiscally sound expenditure. The estimated cost is \$14,000.00 based on a bid from Integrity Heating and Air. Doug reported no action is recommended at this time.

3) **Approval of the Minutes from the 11/30/2023 Board Meeting**

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the November 30, 2023, Board meeting as submitted.

4) **Report on Results of executive meeting 11-30-2023**

Doug reported that the Board voted and approved the Operations and Administrative contracts proposed by the Mutual Water Company. The Operational Contract annual cost is \$81,404.26, and the Administrative Services Contract annual cost is \$26,887.39.

5) **Financial Reports**

Joleen provided financial reports for the period ending 02/29/2024 via email prior to the Board meeting. Joleen reported the first property tax installment check arrived last week in the amount of \$124,138.86. The check was still delayed by a couple months; however, it arrived much earlier than the first installment did last year.

6) **Committee and Facilities Reports:**

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

Tom emailed a report prior to the meeting. Tom reported he is looking for a replacement heater for the pool. We need to purchase and have it installed before the season begins. Tom reported historically we have replaced one of the two heaters every 5 years.

Ian reported recently the battery died on the workout facility door. They were not able to locate the bypass key and instead were able to get in through a window. Ian reported he now has the bypass key so that we can open the door if the battery goes out in the future.

Tom reported he expects to open the burn area in April or May after things dry out.

b) **Update on Pool finish issue**

Joleen reported she had a conversation with Roger from Adams Pools. He stated the uneven finish of the pool is part of the normal curing process. The deviations in the color come from the areas where the plaster has absorbed water. Tom reported we've had many issues with cracks in the pool over the years. Tom reported we have never had a crack appear so quickly after re-surfacing. Tom suggested we still want to consider the installation of the French drain and the pavers around the pool deck. Currently about ½ of the pool deck is pavers. Dale reported in some areas there is an inch offset with some of the pavers. The board will take a look at the pool deck in the summer and then decide if they need to be re-leveled.

Tom reported Nevada Environmental (weed spraying) would like to send an employee out to inspect the grounds before they come out to do the spraying.

Tom reported the drain near the tennis court parking area continues to back up. They have attempted to clear it without success. The next time we have a paving project, we should address it, and possibly dig it up to see what is happening there.

c) RV Storage – Clint Dudley

Clint reported when he returns for the summer, he will finish up marking the parking spots. We currently have one vacancy for a large trailer.

7) Business Action Items

a) Parcel R Easement – Dale Hastie

Dale reported he has been working with Mark McElyea on this issue for several months. Early in the Whitehawk development, the sewer line was installed on the Parcel G easement. Mark has agreed to give the CSD an easement on parcel G for trail access. Dan Bastian can write the easement and have it recorded. The easement would include the sewer line and hiking trail.

b) Update on Trail Easement/15' parcel access issues – Joleen Cline

no report

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

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

d) Update on Solar Assessment / Viability

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

e) 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.

f) 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.

Joe 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 the consolidation, accepting responsibility for the assets, and potentially approve a special assessment increase in dues. The Whitehawk CSD members who are 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. The HoA Board pledged their support in the effort. Doug Hecker volunteered to serve as the HOA representative to a sub committee to work on this project.

g) Update on 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.

h) Paint / Stain CSD Building Bid – Award Contract – Tom Vannoy/Ian Wright - pending

i) Report on lot merger

Joleen reported the merger has been completed. The budget for the 2024-2025 CSD fiscal term will be reduced by 13 lots.

8) Adjournment

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