

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

**March 11, 2024**

**DRAFT**

**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, March 11, 2024, beginning at 3:00 p.m. pursuant to the written Notice of Meetings. Directors Ken Hyatt, Bill Meagher and Jack Miller participated via ZOOM. Taylor Carr and Doug Hecker were present at the Whitehawk Community Center. Joleen Cline served as recording secretary. Bill Meagher called the meeting to order at 3:14 p.m.

**II. Roll Call**

See attendees noted above.

**III. Public Comment**

Paul Blackburn asked about the possibility of fiber internet services being installed throughout the ranch. He asked if there is an update on internet service. He also reported he and Jill now live on S. Meadow and travel on Boulder Drive daily. He asked if there has ever been a discussion regarding installation of a guard rail on the long curve to keep folks from sliding off the road and into the pond.

Tom Vannoy reported in Phase 1, underground TV lines were direct buried. Plumas Sierra would have to dig a trench and install conduit in order to add fiber. There is another service available through Plumas Sierra Telecom for folks who live on S. Meadow.

Ken reported we could consider adding a guard rail to that curve. He will try to locate a contractor who might provide a bid. Ken reported he doesn't believe there is room to build a berm between the road and the pond. It may be a possibility to add boulders in that area. Paul reported his safety concern is not a reflection of Tom and Ian who are doing a great job keeping the roads clear.

Taylor reported it may negatively impact snow removal if a berm was added. It would be difficult to keep the full width of the road plowed if there were a berm. Tom reported they could potentially build up the bank. The ponds came 20 years after the road was installed. Prior to the ponds, there was open ground.

**IV. Approval of Previous Minutes – December 11, 2023**

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

**V. Treasurer's Report**

Ken reported the HOA has a couple CDs that are maturing in the next couple months. The money market we are currently invested in with our liquid funds is paying almost 5% and we have not been able to secure CDs that exceed that rate. In the next month he may try to lock in these rates for a longer period of time.

*After review, upon motion duly made, seconded, and unanimously carried, the board approved the Financial Reports for the period ending 12/31/2023 and 02/29/2024 as submitted.*

## **6. Old Business**

### **A. Discussion & Next Steps regarding CSD – HOA Consolidation**

Doug Hecker reported he is currently working with a subcommittee to put together a list of pros and cons for the consolidation, as well as a financial statement regarding the benefits of the consolidation. Doug reported it is at least a 6-month to 12-month process. Out of the 300+ owners at Whitehawk Ranch, approximately 72 are registered voters within our Special District.

Doug reported he believes the CSD registered voters have to approve the transfer of assets and the dissolving of the CSD, then the HOA members have to approve taking responsibility and ownership of the assets.

### **B. Report regarding lot consolidation completion**

Joleen reported Linda Carr provided updated maps and a spreadsheet describing the details of the lot merger and the location of the resulting lots.

Taylor Carr reported all the lots at the higher elevations did not meet the water pressure requirements for fire flows. He would have had to install a booster system to add water pressure before those lots could be developed. The new maps and lot consolidation has been approved by the county.

Tom reported Dan Bastian is the engineer that calculates the flow models which is peak daily demand plus residual pressure at 1000 gals for fire flows. Dan found that our system would drop below the required 20 psi to reach those higher elevation lots.

## **VII. New Business**

### **A. Discussion regarding Website design**

Joleen reported she is open to suggestions and ideas to improve the ease of use of the community website.

Bill reported links to the items that Bob Simpton is working on would be great in the future. Ken reported that if you know how to navigate the website, there is a lot of information available there. If you don't know the navigation to get to the other sub sites, you might struggle a bit.

Ken reported the information available is substantial. He can't think of anything more we can add. He asked if there is a way to identify the sub pages more readily.

Jack reported we could potentially add a dashboard providing additional information on how to navigate. Steve reported the desk top app is very easy to navigate, but the mobile app such as what you see on a tablet or a phone, is limited due to the small size.

Doug Hecker suggested at the header there could be a pull-down tab to show where the ARC guidelines are located. He is hopeful soon members will have one way to access the ARC guidelines no matter where they live within Whitehawk Ranch.

Doug reported he sat in on the TOA board meeting today, and they made the decision to post their association financial reports on their website.

Bob Simpton reported the opening page of the website should be cleaned up and the sites consolidated for things such as the fire safe committee. Across the top, the labels on the top should include descriptions of each title.

**B. Annual Meeting Planning Discussion (August 17, 2024).**

Joleen reported it soon will be time to send out the call for candidates. Joleen asked about confirming the caterer. Bill asked about getting a bid from the new smokehouse that recently opened.

Ian reported he received a quote of \$15,000 to install air conditioning in the Main Meeting room of the Community Center. Joleen reported she would call to see what the cost would be to rent a “porta cool” mobile swamp cooler.

After discussion, the Board decided to continue holding the Annual meeting in the afternoon with dinner following.

**C. Protocol (flow chart) for complaints and formal reports of rules violations**

One homeowner suggested we list this topic as “issues and concerns” instead of complaints, however, Ken reported that could generate ambiguous inquiries. The Board discussed adding detail that explains the HOA will only act on formal complaints that are received in writing and are signed.

**VIII. Committee Reports**

**A. Welcome Committee – Judy Simpton**

Judy reported it has been quiet since December. She sent one new owner a card but has not delivered a welcome basket yet since she is waiting to coordinate with the new owner.

Judy reported Kim Miller, Janet Soli and Grethen Merick are all working with her on the welcome committee activities. They are organizing soup dinners and potentially other events. There were 28 people at the soup dinner in February.

**B. Architectural Committee**

Bob reported the committee has had challenges meeting this winter. Taylor completed a home, and the owner plans to install landscaping in the Spring. The committee approved a new project on Black Bear. There is also a project on Quail View that was approved, but there hasn't been any activity on it yet. The project on Prospector was winterized and the committee expects to see activity there in the Spring.

Bob reported the committee is close to having the ARC Guidelines update ready for review by the HOA Board.

### **C. Roadways Report – Steve Ursenbach**

Steve reported he has requested bids to have the rail car bridge re-sealed. He is also speaking with the company that handles the pre-emergent weed spraying on the shoulders of the roads. They stated they want to come out and survey the property before providing a bid this year. We want to get the weed spraying done as soon as the weather will allow so we can stay ahead of the weed growth.

Steve is also working on a culvert survey. A couple years ago, they attempted to complete the survey but because the culverts were so impeded with dirt and overgrowth, they were not able to successfully inspect all of them. Last year we had Jet Plumbing out to blow out the culverts so that they could be inspected. It is time now to have the consultant back to reassess the current condition of the culverts.

Tom and Ian will be working on touching up the crosswalks, installing the speed bumps, etc. There is no road work scheduled for this year other than the crack sealing.

Ken reported we have 11,400.00 planned for road maintenance this year. Steve reported he believes the cost may actually be closer to \$15,000.

### **D. Firewise & Open Space – Dale Hastie**

Dale reported he is working with the Plumas Fire Safe Council on applying for new grants. There are areas in the ranch in need of hand trimming, etc. Dale reported we had a significant issue last year regarding the burn area. Air Quality demanded that we shut the burn down. Dale reported he has been talking with Air Quality (Julie Hunter) the area Air Control Board Officer, on ways we can improve the burn in a way that would create less smoke. He is coordinating a meeting with Julie Hunter, MWC employees, and other key community members. Dale reported he has also spoken with Trey West who would like to be part of the meeting. Joleen reported our Cal Fire representative would like to be part of that meeting and has pledged support.

A homeowner asked if we could lessen the amount, we burn by controlling the people dumping at Whitehawk. Ian reported there are contractors who potentially are dumping at Whitehawk and bringing debris from off site. Tom reported if staff is made aware, they communicate with the contractors that they cannot bring debris in from other areas.

Ken asked how difficult it would be to install a chain or some other type of security device. Tom reported the lock combinations get shared easily and we will be back where we are again now in no time. Bob Simpton reported the area should be cabled off early in the morning and in the afternoon to keep unauthorized folks from dumping when staff is not around. Tom reported there is a camera at the burn area.

**IX. Adjournment – next meeting of the Board of Directors is May 13, 2024.**

*After review, upon motion duly made, seconded, and unanimously carried, the meeting was adjourned at 04:12 p.m.*

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

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