

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

May 09, 2023 (approved 07-06-2023)

1) **Call to Order**

A regular meeting of the Board of Directors for the Whitehawk Ranch Community Services District was held via ZOOM on May 09, 2023, pursuant to the written Notice of Meetings. Directors Joe Smock and Doug Hecker were present. Clint Dudley participated via ZOOM. Joleen Cline, District Manager, served as recording secretary.

2) **Roll Call**

See attendees noted above

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

None

4) **Approval of the Minutes of the Board Meeting held October 11, 2022**

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the October 11, 2022, Board meeting as submitted.

5) **Accept resignation of Linda English**

The Board accepted the resignation of Linda English, CSD Board Chair. Linda sent an email to the Board reporting she is moving from the community this month.

6) **Facilities Maintenance Report**

Tom Vannoy reported they are having an issue with one of the pool heaters. He is planning to be ready to open the pool for Memorial Day Weekend. If he is not able to solve the heater issue himself, he will call a repair person. There are two heaters for the pool and one for the spa and the spa heater is the newest of the three.

Tom reported the courts are set up for both pickle ball and tennis. The burn area is open, and residents are hauling green debris to the burn area. The Golf Club has moved the carts out of the gazebo and staff will be moving in the Gazebo furniture. Joleen reported the burn contractor called and asked if the CSD would like to do a burn this Spring. Tom will stay in touch with Joleen once he sees how much material is deposited this month.

Tom reported that the bike racks have been assembled and installed. They still need to be secured to the ground. He will be preparing an invoice for the extra staff hours needed to maintain the pool after the resurfacing project.

Tom reported this may be a year that we have the CSD buildings re-sealed. The Board often coordinates this project with the re-sealing projects the MWC has scheduled in order to get a competitive bid. Tom reported he will request bids from contractors who are interested in the job and present them at a future meeting.

7) **Bookkeeper/Administrator Report**

a) Financials for the period ending April 30, 2023

Joleen provided financial reports for the period ending 04/30/2023 via email prior to the meeting. Joleen reported the CSD currently has \$71,275.44 in operating and \$166,310.93 in reserves.

Joleen reported in April, the CSD finally received the January assessment from the county.

After review, upon motion duly made, seconded and unanimously carried, the Board approved the financial reports through April 30, 2023, as presented.

Chuck Bowman reported we are getting a late start on the grant fire fuels removal program. The project covers 1000 acres. Chuck reported they had hoped to begin the project in July; however, it is most likely going to be August or September.

Joleen suggested the Board choose a date to have a working budget meeting. The Board agreed to schedule the meeting for Tuesday, May 23 at 1:00.

b) CSD Correspondence

Joleen reported the CSD needs 4 candidates for the upcoming November election. If we have 4 members file candidate applications, there will be no expense for the district to participate in the November election. If we have more than 4 candidates, the CSD will need to cover the cost of the CSD's part of the election.

The Board discussed drafting a letter to distribute to all registered voters within the Community Services District.

8) District Business - Reports

a) Pool Update

See Tom's report in #6 above.

b) RV Storage Fee Update

Doug Hecker reported we do have a few openings for small trailers or boats in the RV Storage area. We have had some issues with folks moving their trailers around and taking up more than their assigned areas. The CSD does not have anyone on the wait list currently. Doug reported there was a request by a homeowner to allow them to store a vehicle for their son who is a deployed military person. After discussion, the Board moved to allow the storing of the truck in the RV lot. However, if the lot becomes full and there is a request for space from a resident, the truck would need to be moved.

c) Bike Racks Update

See tom's report in #6 above.

d) Reserve Study Update – Facility in-person appraisals schedule

Doug reported the appraiser plans to be here next week. We will share the information with the Reserve specialist and then expect to have an updated reserve study in the Fall. The valuations will also assist the district with purchasing the appropriate amount of insurance.

e) Discussion/Request to purchase CSD property

A homeowner made a request from the CSD to purchase a piece of property from the CSD. Doug volunteered to reach out to the members and ask if there still is interest in purchasing the property before the Board investigates whether or not it is possible or of interest to the CSD.

f) CSD Parking lot paving – consider joining HOA scheduled project

The board discussed requesting a recommendation and bid from the Blacktop consultant.

g) Tennis Court Repair Work

After discussion, Joleen will work with Doug to get a bid to repair the tennis courts.

h) CSD dissolution discussion

Joe suggested we create a joint task force to investigate the possibility of dissolving the CSD and transferring the assets to the HOA.

Joe volunteered to serve on the committee and will reach out to Earl Zeigler from the Homeowners Association. Joleen will reach out to LAFCO and see if we can set a meeting with Jenn from Plumas LAFCO to discuss the possibility from the CSD perspective.

i) Board Member Recruitment

See item 7.b. above.

j) Election of CSD Officers (Chairperson, Vice Chairperson, Treasurer, Secretary

After review, upon motion duly made, seconded and unanimously carried, the Board appointed Doug Hecker to serve as Chairperson, Joe Smock to serve as Vice Chairperson and Clint Dudley for Treasurer/Secretary.

9) Adjournment

After review, upon motion duly made, seconded and unanimously carried, the Board moved to adjourn at 4:08 pm.