

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

July 06, 2023 (Approved 09-12-2023)

1) **Call to Order – Roll Call**

A regular meeting of the Board of Directors for the Whitehawk Ranch Community Services District was held at the Whitehawk Ranch Community Center and also via ZOOM teleconference on July 06, 2023, pursuant to the written Notice of Meetings. Directors Joe Smock, Clint Dudley and Doug Hecker were present. Joleen Cline, Manager, served as recording secretary.

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

Dale Hastie: pavers are sinking.

Joe Smock: Add equestrian lease extension to next agenda.

4) **Review and approve the Minutes from 5/23/2023 Board Meeting**

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the May 23, 2023, Board meeting as submitted.

5) **New Business – Doug Hecker**

a. Appoint and Swear in Dale Hastie

Dale Hastie was appointed to the Board by the three sitting Board members. Dale took the Oath of Office and begins his Board service today.

b. Annual Meeting PowerPoint Presentation

Doug provided several PowerPoint Slides to the Board for review prior to today's meeting. He asked for feedback from the other Board members regarding content that should be included in the annual meeting report.

6) **Maintenance and Project Update**

a. Pool and Spa update – Tom Vannoy

Tom reported he is investigating if the CSD can replace the heat transfer instead of replacing an entire heater.

A member asked about adding umbrellas to the pool deck furniture. The Board reported there is a small shade structure. Adding umbrellas would mean additional staff time to close the umbrellas every day and on windy days.

i. Usage Update – Joleen Cline

Joleen reported 150 individual gate entries were recorded between June 1 and June 15. There were approximately 170 individual gate entries between June 16 and 30.

ii. Propane expense and tank change out update – Joleen

Joleen reported she has called Ferrell Gas twice and completed the paperwork to switch the community center and pool tanks to Ferrell Gas.

b. Burn area – Recent burn

Tom reported the recent burn went well. We received a call from the forest service at one point and they asked that we put more water on the pile. Tom reported he spoke with Felix Fire and asked that in the future they add additional air to make sure the pile burns hot and puts off the least amount of smoke possible.

c. Discussion/vote regarding re-sealing of CSD Complex Buildings

Tom reported he would request bids from Miles Huggins and MTS Painting to have the CSD buildings re-sealed. Tom reported some of the exposed beams are rotting and he will ask the painting contractors to look at the exposed beams and provide a recommendation such as metal caps that could be installed like what was used at Hawk Ridge.

d. Repaving and striping project recap

Tom reported the repaving project went well and the re-striping has been completed. He is very happy with the project overall.

7) Old Business

a. Discussion/Approval for AED installation at Gym and Pool and discussion regarding AED trailing

Tom reported Jim Stockdale ordered and installed a new battery in the Community Center AED unit. He suggested the CSD purchase 2 additional AED units, 1 for the pool, and 1 for the exercise facility. Jim is willing to provide a general first aid class as well as an AED operation training for the community.

The Board agreed they would like to add an AED to the pool area.

b. HOA/CSD Consolidation update –

Joe reported at the May 9 Board Meeting the Board discussed the potential of dissolving the CSD and transferring the assets to the HOA. Joe contacted the HOA president, and he confirmed that the HOA is interested in discussions regarding consolidation. Since then, we have made 2 additional calls. The first was with Jennifer Stevenson, the Plumas County LAFCo attorney. As the conversation moved forward, Jennifer reported the CSD could be dissolved, and the HOA could potentially take ownership of the assets and responsibility for management of those assets. She believed the application would cost approximately \$2,000 and could take 4 – 5 months.

There was then a call with John Hansen, Specialist in HOA law. He reported he thought it could take up to 6 months to complete a dissolution with transfer of assets. It would require a vote of the HOA membership. The attorney could put together that ballot, which would include approval to increase HOA dues (commensurate with replacing the CSD assessments). It would not quite be cost neutral, since the CSD currently is aware that the current assessment is not adequate. He estimated the costs for legal work, deed transfers, etc. could be \$15,000 - \$20,000.

Joe summarized the reasons the CSD is interested in considering a transfer of assets:

- 1) The CSD has a challenge filling all 5 Boards seats.
- 2) Currently only Whitehawk Owners who are registered to vote in Plumas County have a voice in the Board election and could vote on an assessment increase.

- 3) It is difficult and expensive for the CSD to increase the assessment because it requires a ballot measure. The current assessment on District Members' property tax bill is unchanged since 2015. We have experienced substantial inflation but the only way the CSD can raise dues is through a ballot measure. The HOA can raise dues every year (with a cap) to keep up with inflation.

c. Community Website Update

Tom asked if we could add the community calendar link back to the CSD page of the website. Joleen reported she would try to get the link working again.

d. Recruitment to fill Board vacancy

Doug reported he would invite members to consider joining the Board during the report at the Annual Meeting next month.

7) Financial Reports and actions

a) CSD financial reports for 06-30-2023

Joleen provided financial reports for the period ending 06/30/2023 via email prior to the meeting. Joleen reported the CSD currently has \$106,365.00 in operating and \$169,379.00 in reserves.

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

b) Update on Reserve Study

The CSD is planning to have an onsite inspection this year with a new updated reserve study.

c) Approve additional expense for Clark Pest treatment

After review, upon motion duly made, seconded and unanimously carried, the Board approved the extra expense for the additional spraying due to the cricket infestation.

d) Property Insurance update

Doug reported the appraisals are complete and we supplied an amount to the insurance company for the content policy. We are waiting on SDRMA to provide a bid for the updated values.

e) Revise of Property Tax Assessment

The board decided to postpone this discussion until we have the new reserve study completed.

f) Update on Consolidation of 27 lots down to 9 (potential lost tax assessment)

Doug reported there are 27 lots at the entrance of the development. The owner (developer) of those lots is planning to consolidate those 27 lots down to 9 which means the CSD would lose about \$11,000 in annual revenue. We do not know when this may be accomplished. The owner does not need the consent of the CSD in order to move forward. We understand the HOA has provided a letter of support.

8) Committee Reports

a) RV Storage

Doug Hecker reported the billing recently went out for the district members who are currently using the RV storage area. He reported it has been a challenge managing the storage area.

c) Tennis Court repair update

Terry Burley from J&S Asphalt was here and will send a bid to repair the tennis court.

9) Adjournment

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