

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

September 12, 2023 (approved 11-30-2023)

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 Tuesday, September 12, 2023, pursuant to the written Notice of Meetings. Directors Clint Dudley, Dale Hastie and Doug Hecker were present. Joe Smock was absent. Tom Vannoy and Ian Wright 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.

Joleen reported there have been 2 requests to use the community center. In both cases, the responsible party completed the reservation paperwork. Cliff Romig and Paul Blackburn requested to use the community center for the State Park Volunteers appreciation dinner on October 7. The other request was from the Valley Ranch Owners Association to use the gazebo on August 24, 2024.

4) **Review and approve the Minutes from 07/06/2023 Board Meeting**

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the July 06, 2023, Board meeting as submitted.

5) **Committee Reports:**

a) **RV Storage - Clint**

Clint reported there is currently 1 small space and 1 large space available with no wait list. Clint is planning to finish installing the space lines in about a week. All the members using the RV storage area have paid for the year.

6) **New Business – Doug Hecker**

a) **Pool / Spa Closure Date**

Tom Vannoy reported the last day the pool will be open for the season is September 17. The Board asked Joleen to send an email message out to the members regarding the planned pool closing.

b) **Mark McElyea – Trail Easement Issue**

Mark McElyea reported there is an easement going through his property for trail and utility access, however, the access trail (a 30-foot-wide strip) is not completely inside the easement. It appears the trail avoids a hill and diverts off the prescribed easement. The trail is regularly accessed by horseback riders and hikers. Mark provided maps to show the location of the easement and the location of the trail currently being used.

The Board directed Joleen to contact the attorney to ask if the best way to remedy the issue would be to have a hold harmless agreement drafted, or to move the trail to follow the easement.

c) **Paint / Stain CSD Building Bid**

Tom reported he has requested bids for the re-sealing of the CSD buildings, however, he expects the work will not be scheduled until next Spring.

d. Community Center A/C

The Board directed Joleen to schedule Integrity Heating and Air to come out, review the current heating system and provide a bid to install air conditioning.

Joleen reported there is a hearty demand for meeting and event venues. Especially venues that have commercial kitchens and high-speed internet. In the past, the community members were not interested in renting the facility to outside organizations or agencies, however, with the current deficits in the budget, it may be something the Board wants to re-consider.

e. Solar Assessment / Viability

Dale reported last year the CSD paid over \$13,000 in utility costs. He believes the CSD could save between 60 – 70% by using solar. Dale reported a ground mount system would potentially be better than a roof mount system.

The CSD paid about \$23,000 for propane last year. Clint reported he would reach out to Plumas Sierra Rural Electric Cooperative about a solar assessment.

f. Reserve Study Update Status

Joleen reported Browning is coming up next week to work on another local study. She has returned a call to ask if they will be doing the CSD review at the same time.

g. Tax Assessment Increase Process

Doug reported he believes the consolidation could take up to 18 months. He recommended the Board consider a ballot measure to increase the CSD assessment while we continue to move forward with the consolidation effort.

h. Trail System Volunteer Initiative

The Board discussed putting together a notice for the newsletter that the Board is interested in scheduling a trails improvement workday.

i. CSD Consolidation into the HOA Initiative Process Update – Next Steps

Doug reported Joe and Clint have volunteered to work on a process document to describe the process and benefits of disbanding the CSD and moving assets to the HOA. The new County LAFCo representative will be a big help with the process.

Doug reported we need to understand the cost, the workload, and the steps required so we can present a plan to the HOA Board.

j. Fill Vacant Board Position

The Board discussed how they might encourage district members to serve on the Board. Doug reported he will include an announcement about the Board vacancy in the upcoming newsletter.

k. Newsletter article

Doug reported he will draft an article and then distribute it to other Board members for review.

Joleen asked if the Board was in favor of completing a Fall burn. Upon Tom's recommendation, the Board directed Joleen to contact Steve Felix to schedule a burn in the fall if the forest service allows another window for burning.

7) Adjournment

After review, upon motion duly made, seconded and unanimously carried, the Board moved to adjourn at 4:01 pm.