

December 7, 2021

TO: White Bluff Property Owners  
FROM: Jim Fletcher, Secretary WBPOA

### **White Bluff POA Board Workshop Minutes White Bluff Conference Center**

The workshop was called to order by Leonard Critcher, Board President, at 9:30 AM. Board members present included Leonard Critcher, John Bass, Jim Fletcher, Jeff Williams, Joe Manders, Gerry Mayer, Trena Chagnon, Hark Hepworth, and Teal Lang. Bill Finney, POA General Manager, also attended.

#### **1. The Castle Group Question and Answer Session**

Craig Vaughan, Founder and CEO, and Will Delgado, President, met with the Board for two hours to discuss their company and services. Bill Finney explained the Castle Group, if contracted by the WBPOA, will manage the POA, and WBPOA will manage the amenities including hospitality and the golf courses.

Jeff Williams briefly summarized delinquency challenges and maintenance fees charged for lots and homes in White Bluff. Craig Vaughan explained their collection procedures, resale certificates for properties, the software and website typically used for POAs they manage, financial records and reporting, other services provided, and fees for services.

#### **2. Road Maintenance Department- Introduction and Requests for Expenditures – Bill Finney, GM, and Rick Ashton, Road Maintenance Supervisor**

The purpose of a road maintenance program is to preserve and prolong the roads in White Bluff. The POA recently purchased a one-ton truck and equipment trailer for road maintenance as well as hired a road maintenance supervisor. Advertising will begin next week to solicit applicants for two available road maintenance crew positions.

The Board was presented three bids for a skid steer with attachments and a self-propelled roller for road maintenance. John Bass moved and Jeff Williams seconded to purchase (1) a Kubota SVL75-2 Hi Flow Skid Steer with attachments for a total of \$118,963.99 financed for five years at 0% interest from Zimmerer Kutoba, the low bidder for this equipment, and (2) an asphalt sealing pot and materials at a cost not to exceed of \$4,000.00. The motion passed unanimously.

#### **3. Double Diamond Debt Payment – Leonard Critcher**

Jeff Williams reported on the total amount of special assessment funds available to date. He assured the Board sufficient funds were available to make a \$750,000 payment on the Double Diamond loan. Jim Fletcher moved and John Bass seconded to make the \$750,000 payment from the assessment funds available. The motion passed unanimously.

#### **4. Status of Flatiron/Conlon Assessment Payments**

Flatiron/Conlon are delinquent in their Special Assessment payments for the April and October billings. During the transfer of lots purchased from Double Diamond, there were title problems for some of the

lots. Mr. Critcher pointed out that he and General Manager, Bill Finney had met personally with Pat McGrath last Friday and discussed numerous items including the delinquencies. Mr. Critcher and Mr. Finney were assured that all title problems should be corrected by the end of December. Mr. Critcher told the Board he would send Mr. McGrath an email informing him that if the delinquencies were not paid by the end of December, all applicable late charges would be posted to their account.

#### **5. General Manager's Report - Bill Finney**

The White Bluff Hotel is nearing completion with total costs projected to be at or under budget. These costs, which include hotel furnishings and equipment, will be paid out of existing funds with no debt financing.

#### **6. Odor at Mulligan's – Bill Finney**

Bill Finney has been diligently working with a plumbing company to identify the cause of the odor problem at Mulligan's. When cause of the odor problem and a viable solution have been identified, repairs will be made.

#### **7. Hotel Updates- Bill Finney and Leonard Critcher**

The hotel is nearing completion and furnishings are arriving. Training for staff will be conducted as soon as systems are in place.

#### **8. ACC Request for Guidance- Tract Builders**

The Architectural Control Committee asked for guidance from the Board regarding tract homebuilders constructing in White Bluff. Following the Board's discussion, the consensus was any homebuilder who (1) meets the ACC requirements for approval as a homebuilder and (2) all of the requirements in the ACC building packet for homes they propose to construct in White Bluff, is qualified to construct homes in White Bluff.

#### **9. Request from White Bluff VFD for Lighting Entrance to Marina – Bill Finney**

An LED light will be installed on a pole at the Marina Market to provide light between the building and the Marina. If this lighting is insufficient, Bill Finney will report back to the Board with another recommendation.

#### **10. Marina Recommendations to the Board- Mark Hepworth**

Teal Lang moved and Jeff Williams seconded (1) to prohibit drop-down boat covers at the White Bluff Marina when the leases are renewed in 2022, and (2) to require the removal of existing drop-down covers prior to renewal of leases. The motion passed with eight in favor and one opposed.

#### **11. Employee Bonuses – Bill Finney**

Bill Finney presented a proposal for end-of-year employee bonuses. A line item was approved for bonuses in the 2021 POA budget. Teal Lang moved and Trina Chagnon seconded to approve the bonus plan proposed by Bill Finney. The motion carried unanimously.

## **12. 2022 Budget – Jeff Williams**

The Board was presented a draft of the proposed 2022 budget for the POA. The budget will be presented to the property owners and adopted in the next POA meeting prior to the end of the year.

The meeting was adjourned at 3:30 PM.