



# SIERRA CEDARS COMMUNITY SERVICES DISTRICT

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Unadopted Minutes

Regular Board Meeting

May 6, 2019

Pete Conrad's residence, Shaver Lake, CA 93664

## REGULAR BOARD MEETING

**Item #1** President Pete Conrad called the meeting to order at 6:00 p.m.

**Directors Present:** Pete Conrad, Phil Erdman, Dan Mockbee, Bill Paloutzian

**Directors Absent:** Vicki Collier McDonald

**Others Present:** Todd Bristol, Andy McMillan, Laura McMillan

**Item #2 ADOPT AGENDA**

**M/S/C Dan M./Bill P.** to adopt the agenda as presented (4/0).

**Item #3 APPROVAL OF MINUTES**

**M/S/C Dan M./Bill P.** to approve the minutes of the Regular Board Meeting of April 1, 2019 as presented (4/0).

**Item #4 WATERMASTER'S REPORT** - Laura McMillan and Andy McMillan

Five water sample were collected in April because of the prior month's positive coliform reading. The five samples came back negative for coliform. Laura and Andy theorized three possible reasons why the tests failed in March. 1. A new pump was put in well #5 and possibly contamination took place even though they chlorinated at the pump. 2. Low water usage followed by heavy usage. 3. Air vent cover at the water tank was compromised and it allowed contaminants to enter system.

Laura collected water usage data from the cabins twice last month. Total water usage decreased from the prior month.

Water tank inspection and cleaning to be put on the district calendar. This is a routine procedure.

**M/S/C Phil E./Bill P.** to approve the Watermaster's report as presented (4/0).

**Item #5 WATER LINE MAINTENANCE PROJECT** - Nothing new to report

**Item #6 PUBLIC PARTICIPATION** - none

**Item #7 FINANCIAL REPORT** - Todd Bristol

### **Account Balances as of April 30, 2019**

CD-5	\$69,409.50
CD-6	220,849.45
CD-7	178,972.34
Money Market	190,952.39
Checking Account	20,359.72
Total Savings & Checking	\$680,543.40

Accounts Receivable	150.00
Total Current Assets	\$682,693.40

Fixed Assets	\$769,757.92
<b>Total Assets</b>	<b>\$1,450,450.40</b>
Accounts Payable	0.00
<b>Total Liability</b>	<b>0.00</b>

Todd B. reviewed the April financial statements with the board.

**M/S/C Dan M./Bill P.** to accept the April 2019 financial report as presented (4/0).

Todd presented a draft copy of next year's budget to the board. The draft shows an increase in expense due to the following factors: New snow removal contract, increased legal counsel, and district road maintenance. Most likely the Sierra Cedars Assessment will have to be increased to cover the expenses. The board will vote on the budget at the next meeting.

**Item #8 GENERAL MANAGER'S REPORT - Todd Bristol**

a. Ownership Transfers:

42308 Rock Ledge Rd.: New Owner - Cal State, Fresno Foundation, Previous Owner - Borba

41904 Black Oak: New Owner - Elias Renteria/Kim Khoo, Previous Owner - Perrin

b. Todd gave the board members a list of full-time Sierra Cedars residents.

c. Todd reminded board members that next month the board needs to approve Watermaster, General Manager/Record Keeper, and Financial Services contracts.

**Item #9 OLD BUSINESS**

a. Tree Removal - Some trees have been removed. Many debris piles remain around the area.

b. Road Repair Update - Pete is trying to get the county to do an assessment to see what they will do.

c. Fiber Optic Installation - LTEC filled some of the major road holes and trenches with rock. They are getting started for the season and hopefully will finish the fiber optic project.

d. Financial Investments - The board reviewed a draft copy of the District Investment Policy. Several changes were suggested. Todd will modify and return to Meggin Boranian for legal review.

e. Landowner - Voter District Inquiry - Nothing new to report.

f. 2019 - 2022 Snow Removal Contract - Board is planning to vote on the contract at the next meeting.

**Item #10 NEW BUSINESS - none**

**Item #11 BOARD MEMBER REPORTS**

Pete C.: The gates on the emergency service road will soon be locked again. People are using this road as a thoroughfare which it is not designed for. **Please do not use this road except in an emergency!**

Pete reported that the head of the Community Leach Field, a group of around 15 homes that share a common leach field that is INDEPENDENT of Sierra Cedars Community Services District, would like to be replaced.

Finally, Pete is asking all homeowners to check to see if your water meter boxes are readily accessible. If they are covered with dirt and debris, it would be appreciated if you would clean them off and the area around the boxes.

**Item #12 NEXT AGENDA REQUEST - none**

**Closed Session** - The board did not go into closed session.

**Item #13** Discuss Personnel Matters

**Resume Public Meeting**

**Item #14 Public Report on action(s) and vote(s) taken in Closed Session**

**Item #15 ADJOURNMENT**

**M/S/C Dan M./Bill P.** to adjourn the meeting at 8:22 p.m. (4/0).

Next Meeting: June 3, 2019 at 6:00 p.m. at Pete Conrad's residence. Address is 42315 Blue Meadow Lane, Shaver Lake, CA

Please Note: The July meeting is scheduled to be held on Monday, July 8 instead of Monday, July 1.

Minutes submitted by Todd Bristol, Record Keeper