



SIERRA CEDARS COMMUNITY SERVICES DISTRICT

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Unadopted Minutes

Regular Board Meeting

June 3, 2019

Pete Conrad's residence, Shaver Lake, CA 93664

REGULAR BOARD MEETING

Item #1 President Pete Conrad called the meeting to order at 6:14 p.m.

Directors Present: Vicki Collier McDonald, Pete Conrad, Phil Erdman, Dan Mockbee, Bill Paloutzian

Directors Absent: none

Others Present: Todd Bristol, Andy McMillan, Laura McMillan, Dave Finley, Liz Foran, Steve Stubbe

Item #2 ADOPT AGENDA

M/S/C Vicki C./Phil E. to adopt the agenda as presented (5/0).

Item #3 APPROVAL OF MINUTES

M/S/C Phil E./Dan M. to approve the minutes of the Regular Board Meeting of May 6, 2019 as presented (5/0).

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

Laura reported that two water problems occurred during the month of May. First problem was that relays at well #5 were not functioning properly so the well was not turning on. Relays were replaced and everything is good. Second problem was that a homeowner did not properly turn off the water when they left their cabin. They forgot to turn off the water after they opened the drain. This created a major loss of water, 163,000 gallons (15 gallons per minute). Homeowner fined. Water leak was found when they were reading the water meters.

The water blending program to comply with state water regulations is working very well.

Andy recommends the old water tank be inspected in October/November as it has not been looked at for a while. He stated that the tanks should be inspected and cleaned every five years. The tank will be drained by normal usage and mandated fire hydrant inspections. Then it will be inspected, cleaned, and repaired as necessary.

Contact was made with Doug Keorper and he is planning to get the five water inspections ports installed this summer. Doesn't look like the replacement of the three main water valves in the street will be done this summer. Doug has some questions as to whether they need to be replaced. Andy to look into this matter.

M/S/C Phil E./Bill P. to approve the Watermaster's report as presented (5/0).

Bill P. noted that the price of the water fines that can be levied under the 2008 Water Conservation Program Ordinance are not covering the cost of the extra water meter readings by the water master. Board will look at updating the Ordinance to cover all water violation costs.

Item #5 WATER LINE MAINTENANCE PROJECT - nothing to report

Item #6 PUBLIC PARTICIPATION - none

Item #7 FINANCIAL REPORT - Todd Bristol

Account Balances as of May 31, 2019

CD-5	\$69,409.50
CD-6	220,984.08
CD-7	178,972.34
Money Market	165,971.46
Checking Account	14,223.93
Total Savings & Checking	\$649,561.31

Accounts Receivable	100.00
Total Current Assets	\$649,661.31
Fixed Assets	\$769,757.92

Total Assets **\$1,419,418.31**

Accounts Payable	0.00
Total Liability	0.00

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

M/S/C Dan M./Vicki C. to accept the May 2019 financial report as presented (5/0).

a. 2019-2020 Budget

The budget for the new fiscal year has a 5.4% increase in annual assessment per lot. More money is needed for legal counsel and contracts.

Developed lots \$775.72 (increase of \$39.74)

Undeveloped lots \$494.24 (increase of \$25.32)

M/S/C Dan M./Phil E. to approve the 2019-2020 Budget as presented (5/0).

The Snow Removal Retention payment will be paid when Bill has a chance to go over road issues with the contractor and necessary work is performed. Several road issues remain. Snow removal is not the main cause of the road repair damage in Sierra Cedars.

The asphalt repair at the end of the north spur of Blue Meadow Lane seems to be intact after the water break last year. (LTEC still needs to asphalt their trench). The claim that was initiated with the insurance company to cover expenses will not be pursued as it is not cost effective.

Item #8 GENERAL MANAGER'S REPORT - Todd Bristol

a. Ownership Transfers:

42164 Smoke Tree Lane: New Owner - Kurt and Elizabeth Goertz, Previous Owner - Woody

42255 Rock Ledge Rd.: New Owner - Anthony Jaurique (trust), Previous Owner - Vander Eyk

b. About a month ago the Fair Political Practices Commission (FPPC) requested population information for Sierra Cedars. Information was given to Sierra Cedars counsel who took care of the matter. The FPPC has since withdrawn this unreasonable request..

Item #9 OLD BUSINESS

a. Tree Removal - Bill P. to call SCE and see what they are up to.

b.. Road Repair Update - Pete or Bill have not heard back from the county after their meeting with them. Pete will call John Thompson at the county office.

c. Fiber Optic Installation - Two weeks ago work was started on fixing roads. The return of winter weather scuttled their attempt. They have not returned to work.

d. Financial Investments - Last month the board made clear that any extra district funds were to be placed only in FDIC insured accounts up to the maximum insured amount for a depositor. Todd talked with Sierra Cedars legal counsel and found out that the district isn't required to have an investment policy as we are covered by California Law. Policy isn't necessary for simple FDIC bank, savings/money market account transactions. Board's objective is for the preservation of district funds and any interest made is secondary. Todd will proceed to look at moving some funds to another institution as district is over the insured limit at Central Valley Community Bank.

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

f. 2019 - 2022 Snow Removal Contract

M/S/C Dan. M./Bill P. to approve the 2019 -2022 Snow Removal Contract as presented (5/0).

The contract will soon go out to bid and notice of the bidding process will be published in the Mountain Press for three weeks.

Item #10 NEW BUSINESS

a. Resolution 114 - Resolution of the Board of Directors of SCCSD Prescribing and Authorizing Collection of Annual Rates and Charges for Water, Snow Removal and Road Maintenance and Facilities for Fiscal Year 2019-2020

This resolution allows the district to set the assessment for next year and authorizes the county to collect it with the homeowner's tax bill.

M/S/C Phil E./Dan M. to approve Resolution 114 as presented (5/0).

b. Water Master, Financial Services, and General Manager/Record Keeper Contracts - Due to some minor issues they will be ratified at the next meeting.

c. Board Member Vacancy - Board members were pleased to talk with three prospective candidates. Board Vacancy to be filled at the next meeting.

d. Board President Vacancy

M/S/C Vicki C./Phil E. voted to accept Pete's letter of resignation as of June 6, 2019 with regrets (4/0). (Pete Conrad abstained)

M/S/C Vicki C./Phil E. Voted to elect Bill Paloutzian as President of the Board of Directors of Sierra Cedars Community Services District effective as of June 7, 2019 (4/0). (Pete Conrad abstained)

M/S/C Dan M./Phil E. Voted to elect Vicki Collier-McDonald as Vice-President of the Board of Directors of Sierra Cedars Community Services District effective as of June 7, 2019 (4/0). (Pete Conrad abstained)

e. Water System, Road Repair, and Fiber Optics Installation Consultant - The board wishes to gain the services of Pete Conrad to oversee the Fiber Optics project and facilitate road repair. His expertise is needed for upkeep and control of the water system. Details of a contract to be worked out with Pete.

M/S/C Phil E./Bill P. voted to hire Pete Conrad to the Water System, Road Repair, and Fiber Optic Installation Consultant position effective June 7, 2019 subject to his prior resignation from the SCCSD Board of Directors and approval by him and SCCSD Board of Directors of the contract for the Water System, Road Repair, and Fiber Optic Installation Consultant position. (4/0)

Item #11 BOARD MEMBER REPORTS - none

Item #12 NEXT AGENDA REQUEST - Water Conservation Program Ordinance revision

Closed Session - The board went 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./Phil E to adjourn the meeting at 8:34 p.m. (5/0).

Next Meeting: July 8, 2019 at 6:00 p.m. at Vicki Collier-McDonald's residence. Address is 42568 Rock Ledge Rd. (Rd. 10), Shaver Lake, CA

Minutes submitted by Todd Bristol, Record Keeper