



SIERRA CEDARS COMMUNITY SERVICES DISTRICT

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Unadopted Minutes
Annual Board Meeting
September 5, 2022
Shaver Lake Community Center, Shaver Lake, CA

ANNUAL BOARD MEETING

Item #1 President Mike LaRue called the meeting to order at 10:02 a.m.

Directors Present: Vicki Collier-McDonald, Phil Erdman, Dave Finley, Mike LaRue

Directors Absent: Jeff Hixon

Others Present: Todd Bristol, Nick Zaninovich, Sierra Cedars homeowners

President Mike LaRue welcomed the Sierra Cedars homeowners. Mike introduced each of the board members, Watermaster, and the General Manager.

Item #2 ADOPT AGENDA

M/S/C **Vicki C. /Dave F.** to adopt the agenda as presented (4/0, voted after Item #4)

Item #3 STATUS OF SIERRA CEDARS COMMUNITY SERVICE DISTRICT – PRESENTATIONS AND PUBLIC PARTICIPATION

A. Annual Watermaster's Report – Nick Zaninovich

Nick reported that the district experienced major water leaks in December, July and August. The last two water leaks were a result of a pipe failure around Rd. 3. The system has recovered and currently the total output of the wells is around 16 gpm.

The district drilled two 150 ft wells in the meadow area. Unfortunately no usable water was found. We are running out of real estate to find water. Fresno County, which supplies water to all the surrounding developments around Sierra Cedars, is in a similar situation.

The district's water meter reading system currently has around 200 meters currently working and 31 meters not working. Several leaks at cabins have been found over the past several months.

Our water meter reading system has glitches and new problems occur frequently. The board is considering its options whether to fix the present system or gradually move ahead with a new cellular (real-time) system. The cost of a new system is the limiting factor.

Water conservation is really essential. Currently, no outdoor watering, including drip lines, is allowed. Please turn off water when not in use. Turn off the main valve at your cabin when you are gone for over 24 hours. Inform your renters and rental agencies of the need to conserve water.

Nick compared water usage with prior years. Slightly less water was used in June/July/August of this year.

Water quality: Bacterial samples have come back good, but iron and manganese are high. These are secondary standards, so they are not mandatory. However, the state has told us they will be regulating manganese soon.

Questions and Comments: Homeowner concerned about recent water leaks and the amount of water lost. Nick explained that the whole system had to be shut off as the valves in the street near the leak were under mud. Response time was very short, but a sizeable amount of water was lost as the flow rate was large. After the first leak the valve was cleared of mud and dirt, however, it filled back in before the second leak so once again the whole system was shut down and Boil Order Notices were distributed to each doorstep and posted online.

Homeowner asked about installing remote turnoffs for the valves, i.e., a SCADA system. The district would like to proceed in this direction, but the problem is cost. They are looking for grant money.

Comments: The district will continue to look for water. If you dig too deep into the bedrock, you get radiological problems which are very expensive to remediate.

Only thing we can and must do is to conserve water.

Nick stated that the board is on top of things and very competent. The water system is in good shape.

Dave Finley reported that lots of people came out to help during the water emergencies and Mike LaRue commented that lots of good things are going on in the district.

B. General Manager's Report - Todd Bristol

1. Annual Financial Report:

*Sierra Cedars Community Services District
Financial Summary Sheet
Fiscal Year 2021 - 2022*

1. *To operate the district:*

Last Fiscal Year

	<i>Income:</i>	<i>\$257,041.46</i>
<i>Operations, Maintenance, Expenditures,</i>		
<i>Depreciation & Road Repair Funding:</i>	<i>\$262,326.05</i>	
<i>Capital Reserves Expenses:</i>	<i>\$8,598.99</i>	
<i>Depreciation Reserves Expenses:</i>	<i>\$80,453.84</i>	

2. *Current Balance in Reserve Funds (as of 7/31/22):*

<i>Operations:</i>	<i>\$80,031.05</i>
<i>Capital:</i>	<i>\$68,865.55</i>
<i>Depreciation:</i>	<i>\$205,872.92</i>

3. *Total Cal OES Allocation Received on 4/11/21:* *\$192,523.00*

Current Balance (as of 7/31/22): *0.00*

4. *Your Fiscal Year 2022-2023 Tax Statement will show the following assessment for Sierra Cedars (38% increase):*

<i>Developed Lot:</i>	<i>\$1,190.00</i>
<i>Undeveloped Lot:</i>	<i>\$758.18</i>

5. Assessment by Year:

	Developed	Undeveloped	% Inc/Dec
Fiscal Year	Lots	Lots	Prev. Yr.
FY 2013/2014	1,105.42	457.32	0.00%
FY 2014/2015	717.78	457.32	-35.1/0%
FY 2015/2016	653.18	416.16	-9.0%
FY 2016/2017	653.18	416.16	0.0%
FY 2017/2018	693.02	441.54	6.1%
FY 2018/2019	735.98	468.92	6.2%
FY 2019/2020	775.72	494.24	5.4%
FY 2020/2021	818.38	521.42	5.5%
FY 2021/2022	862.58	549.58	5.4%
FY 2022/2023	1,190.00	758.18	38.0%

2. Back-up Power Generation Project:

Shortly after the Creek Fire (Sept 2020) and prior to finding out about grant money available from CalOES, the board discussed the need to install backup power generators to keep our wells running in emergency situations.

The district received a grant of \$192,523 for the project. The estimated cost to complete the project is around \$350,000. We are ahead of the game as the state is mandating that we have a system in place by Jan. 1, 2024. (SB 552)

The generators and propane tanks are set, propane tanks full, and hard wiring complete. Generator startup is scheduled for Sept 19 and 20. Automatic transfer switch startup will be scheduled soon thereafter. The project should be fully operational by mid-October.

3. Sierra Cedars Well and Infrastructure Drought Relief Program (SCWIDRP):

The board of directors of Sierra Cedars adopted this plan as Resolution #122 on Jan 10, 2022. The program consists of four major parts:

- 1.) Drilling at least two new wells to increase water production by 20 gpm.
- 2.) Replacement/refurbishment of the large 30+ year water tank due to current integrity issues. Tanks are currently inspected on regular 2-4 year basis.
- 3.) Installing a SCADA (automation system) for water monitoring and control.
- 4.) Replacement of the 50+ year old transite water main pipes and valves.

This is a multi-year project with completion date dependent upon when the funds become available. Since a large amount of money is needed to do this project, the district will be pursuing grant money.

Before future grants proposals are written, consultants will be utilized in the initial design phase to create plans and timelines, perform engineering analysis, complete cost analysis, etc. \$12,000 was authorized to start this work. To date, the district has spent under around half of that money to move ahead with the design and plans for the SCADA system. Once grant money is found installation will begin.

In February, the district went ahead and applied for the Department of Water Resources' (DWR) *Small Community Drought Relief Program* with the proposal spearheaded by Laurie Hixon. The grant was written to cover cost of well drilling and tank replacement. They did not receive any funds this year but since the grant has been refunded, they are still in the running for next year. The district is still way down the applicant list, but who knows. The district has been repeatedly told that if they are in an emergency situation their grant would be moved to the top of the pile for consideration.

4. Other Items:

a. Water Meters - District meter system was installed in 2013. In the last few months, several leaks have been detected at cabins and resolved. Unfortunately, our meters are the old pulse style that requires a person to drive around with the meter reading equipment to read them. They are not real time. (The year after we got our system, the world changed to real-time systems.) Nowadays the meters have cellular endpoints that allow the homeowner or the district to monitor your water usage in real time. Estimates for new meters, installation and setup is around \$1,000/meter. The district will continue to look for grants to fund this project.

District has looked into a gradual transition to a new system, but decided to hold off on that. We have around 30 meters not working. Replacement of the old meters is becoming difficult. Question raised by homeowner whether each homeowner could buy them. The district has not considered this.

b. Campfires – No Campfires in Sierra Cedars! - To report a campfire in Sierra Cedars, call CALFIRE at 559-841-3360. If you have questions regarding CALFIRE protocol for cleaning up your property (pine needles, etc.) call CALFIRE. Sierra Cedars Community Services District has no jurisdiction over these issues.

c. Trash – We have bears! They are here to stay. Put your trash away securely. Leave your trash totes in your garage or other secure area. Don't put your trash out on street until Monday morning. Please bring your trash cans in on Monday after your trash is picked up. If you are renting out your cabin, let your rental agency and renters know the above information.

C. Water Conservation Plan – Mike LaRue

Mike reviewed with the homeowners the proposed revisions to the Water Conservation Plan. The four stages were renamed. Mike went through each stage and highlighted the difference between the present plan and the revision as follows:

Stage 1 Water Conservation: Item #6 was added: No conveying water to another property.

Stage 2 Moderate: No changes

Stage 3 Critical: No changes

Stage 4 Severe: District added language to curtail water usage as needed including the following: No new water connections, rental property curtailed, indoor water conservation measures required, excessive water usage fines and fees enacted, and water flow restrictors mandated.

Homeowners present seemed to understand the serious water situation everyone is in.

Everyone must conserve. District will email the new plan to homeowners and post it on the website.

D. Public Comments:

Snow removal: District negotiates the snow removal contract for all roads (county and district owned) in Sierra Cedars Community Services District.

Homeowner concerns regarding Homeowners Insurance: Many people have lost their insurance. Most end up getting fire insurance through the California FAIR Plan and their personal property being insured by a private insurance company. Comment was made that the Sierra Cedars Facebook group (not part of Sierra Cedars Community Services District) is a good resource to see how other people are solving this problem.

A break was taken to allow the public to leave if they desired to. Chairs and tables were put away.

Item #4 APPROVAL OF JULY 1, 2022 MINUTES

M/S/C **Dave F./Phil E.** to approve the minutes of the Regular Board Meeting of July 5, 2021 as presented (4/0).

Item #5 WATER MASTER'S REPORT - Todd presented the graphs that Nick made for the board. Total well depth and output is about the same as last month. Total flow rate is around 16 gpm.

Item #6 GENERAL MANAGER'S REPORT – no report given

Item #7 FINANCIAL REPORT – Todd Bristol

Account Balances as of August 31, 2022

5 Star Bank	83,751.93
IntraFl Network Deposit	303,444.03
CVCB Money Market	90,574.28
CVCB Checking Account	28,021.86
Total Savings & Checking	\$505,792.10

Accounts Receivable	0.00
Total Current Assets	\$505,792.10
Fixed Assets	\$1,054,547.00
Total Assets	\$1,560,339.10

Accounts Payable	0.00
Payroll Taxes	\$1,559.66
Cal OES Allocation	0.00
Total Liability	\$1,559.66

Todd B. reviewed the July and August financial statements with the board.

M/S/C **Phil E./Vicki C.** to approve the July 2022 financial report as presented (4/0).

M/S/C **Phil E./Dave F.** to approve the August 2022 financial report as presented (4/0).

Item #8 OLD BUSINESS

A. Sierra Cedars Well and Infrastructure Drought Relief Program (SCWIDRP) – Board discussed what the next steps should be. Consensus showed that drilling for water is the top priority along with enacting water conservation measures.

As for exposing the main water line valves for immediate access, the plan is as follows:

1. Dave Finley to continue to take inventory of our present valves so we know where the problems are. He will number the valves.
2. Todd to contract with a company to clean out (vacuum) the debris around valves.
3. Todd to get risers (extensions) installed on valves that will not stay exposed due to soil erosion.
4. Todd to find a company that will enact a routine valve exercising program.

B. Sierra Cedars Water Conservation Program

Ordinance 22-1: *AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE SIERRA CEDARS COMMUNITY SERVICES DISTRICT UPGRADING THE WATER CONSERVATION PROGRAM BY SUPERCEDING ORDINANCE 08-1 AND ITS REVISION ORDINANCE 19-1, WITH THE WATER CONSERVATION PLAN DATED SEPTEMBER 2022*

M/S/C **Dave F./Vicki C.** to approve Ordinance 22-1 as presented (4/0).

Item #9 NEW BUSINESS – none

Item #10 BOARD MEMBER REPORTS

Vicki C. wished to emphasize that trash issues are the responsibility of the homeowner. They must tell the rental companies and renters of their responsibilities regarding trash storage and removal. Due to bear issues, no trash totes are to be at the curb before Monday morning, and then the totes must be removed that same evening.

Vicki also wanted to it understood that you need to call CALFIRE if you know of properties that have not been cleaned of pine needles and debris.

Vicki suggested that the board compile a list of volunteers that would be willing to pass out flyers in the event of a Boil Order being needed in the future. If you would like to volunteer, please contact Vicki or email your name to the board at SierraCedarsCSD@gmail.com.

ITEM #11 NEXT AGENDA ITEMS - none to report

ITEM #12 ADJOURNMENT

M/S/C Dave F./Vicki C. to adjourn the meeting at 1:15 pm. (4/0)

Next Meeting: Monday, November 7, 2022 , Mike LaRue's residence, 42325 Blue Meadow Lane, Shaver Lake, CA. 9:00 am.

Minutes submitted by Todd Bristol, General Manager