



SIERRA CEDARS COMMUNITY SERVICES DISTRICT

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Unadopted Minutes

May 6, 2024

Mike LaRue's residence, Shaver Lake, CA

REGULAR BOARD MEETING

Item #1 President Mike LaRue called the meeting to order at 9:07 a.m.

Directors Present: Vicki Collier-McDonald, Phil Erdman, Joel Ferdinandsen, Mike LaRue, Scott Moore

Directors Absent: none

Others Present: Todd Bristol, Laurie Hixon

Item #2 ADOPT AGENDA

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

Item #3 APPROVAL OF MINUTES

M/S/C Joel F./Phil E. to approve the minutes of the Regular Board Meeting of March 4, 2024 as presented (5/0).

Item #4 WATER SYSTEM REPORT

No one from Central Cal Waterworks showed up to give their water report. The board is concerned as they need the data and graphs in a timely manner at their monthly meetings. Todd will work with them to resolve these issues.

Todd went ahead and presented the water meter reading information from Pete Conrad. Pete has done quite a bit of work getting the water meter data in readable spreadsheet form and then interpreting it. Joel Ferdinandsen has assisted Pete. The problem with the raw data is that a significant amount of it has anomalies that have been hard to resolve. The data is often intermittent and/or faulty, however much of it is still usable for locating water leaks.

M/S/C Vicki C./Scott M. to approve the Water Systems report as presented (5/0).

Item #5 PUBLIC PARTICIPATION - none

Item #6 GENERAL MANAGER'S REPORT - Todd Bristol

Items reported as shown below:

a. Ownership Transfers: none

b. Todd reported on various work projects scheduled for the summer. Top priority is utilizing the grant money to drill at least one successful well and bringing it online.

Long-term, the district needs to address the issues of replacing the main distribution pipeline, a new SCADA system (that includes each homeowner being able to monitor their water usage on their smart phone), and replacement/refurbishment of the water tanks. The board is inclined to address the pipeline replacement first as the integrity of the pipes is diminishing. This would be a multi-year project. Joel Ferdinandsen has agreed to act as the point man to get it started. He will take our pipeline plans and contact professionals who can look them over and advise the district as to how to proceed.

The new SCADA system upgrade and water tanks issues will be addressed as the funds become available unless emergency issues override the timeline.

M/S/C Phil E./Joel F. to approve the Water Systems report as presented (5/0).

Item #7 FINANCIAL REPORT - Todd Bristol

Account Balances as of April 30, 2024

CVCB Checking Account	\$36,354.78
CVCB Money Market	\$70,005.45
Five Star Bank Checking	\$54,929.38
Five Star Bank Money Mkt	\$150,518.13
IntraFi Network Deposit	\$300,353.33

Total Savings & Checking	\$612,161.07
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Accounts Receivable	0.00
Total Current Assets	\$612,161.07
Fixed Assets	\$1,036,945.00
Total Assets	\$1,649,106.07

Accounts Payable	\$3,279.76
SCDRP Grant	-\$778.46
Total Liability	\$2,501.30

Todd B. presented the March 2024 and April 2024 financial reports to the board.

M/S/C Phil E./Vicki C. to approve the March 2024 financial report as presented (5/0).

M/S/C Scott M./Joel F. to approve the April 2024 financial report as presented (5/0).

Todd then shared with the board a draft of next year's budget. The good news is that **NO INCREASE** in the homeowners assessment is anticipated. The funds that replenished our reserves last fiscal year will now go toward the district's long term projects of pipeline replacement, SCADA, and water tank refurbishment/replacement.

Item #8 OLD BUSINESS

A. Sierra Cedars Well and Infrastructure Drought Relief Project - This is a multi-year project with a completion date dependent upon when the funds become available. The project has four main parts: Well Drilling, Water Main Pipes and Valve Replacement, a SCADA System that will remotely monitor and control production and distribution of water, and Water Tank Replacement/Refurbishment.

1. Small Community Drought Relief Program Progress Report - Mike LaRue reported the district received four bids for the project. Laurie Hixon, Project Manager reported that she and Mike had trouble comparing the bids as the details of the bids are not exactly the same. Once they determine the lowest bid and it is selected, approval from Department of Water Resources (DWR) will be needed. The DWR is looking at the bids submitted for adherence to their requirements; not to dictate who the district chooses as the contractor.

The potential well sites are all in the meadow area except one by the pond. Mike will be contacting those homeowners to work out the details with them.

Resolution 137: RESOLUTION OF THE BOARD OF DIRECTORS OF THE SIERRA CEDARS COMMUNITY SERVICES DISTRICT (SCCSD) MEMORIALIZING THE APPOINTMENTS BY THE BOARD ON APRIL 3, 2023 OF MIKE LaRUE AS PROJECT DIRECTOR AND LAURIE HIXON AS PROJECT MANAGER FOR THE DEPARTMENT

*OF WATER RESOURCES' SMALL COMMUNITY DROUGHT RELIEF PROGRAM
GRANT AWARDED TO SCCSD ON NOVEMBER 21, 2022*

This resolution is a formality encouraged by SCCSD's attorney.

M/S/C Phil E./Scott M. to approve Resolution 137 as presented (5/0).

Resolution 138: RESOLUTION OF THE BOARD OF DIRECTORS OF THE SIERRA CEDARS COMMUNITY SERVICES DISTRICT (SCCSD) GRANTING AUTHORITY TO MIKE LaRUE TO ACCEPT BIDS ON BEHALF OF SCCSD FOR THE DEPARTMENT OF WATER RESOURCES' SMALL COMMUNITY DROUGHT RELIEF PROGRAM GRANT AWARDED TO SCCSD ON NOVEMBER 21, 2022 AND TO SIGN ANY AND ALL CONTRACTS ASSOCIATED WITH THE GRANT

This resolution formally grants authority to Mike LaRue to accept bids and sign contracts on behalf of SCCSD for the Small Community Drought Relief Program Grant.

M/S/C Joel F./Vicki C. to approve Resolution 138 as presented (5/0).

B. FEMA Public Assistance Funds - Because Fresno County was not designated by the state for FEMA Funds for snow events, SCCSD has formally withdrawn its application for funds. This has been a long process which probably would have ended up with funds coming to Sierra Cedars if the bureaucracy above us had been receptive to the needs of the county (and us).

C. SCCSD Workplace Violence Protection Plan

Resolution 136: RESOLUTION OF THE BOARD OF DIRECTORS OF THE SIERRA CEDARS ADOPTING THE SIERRA CEDARS COMMUNITY SERVICES DISTRICT WORKPLACE VIOLENCE PREVENTION PLAN

The Violence Protection Plan is the brainchild of the state legislature and is required by all special districts starting this year. Todd put together SCCSD's plan using the templates found on the CSDA member forum.

M/S/C Vicki C./Scott M. to approve Resolution 136 as presented (5/0).

Item #9 NEW BUSINESS

A. Proposed Homeowner Transfer Fee Increase

The Homeowner Transfer Fee is a one-time fee that every new homeowner pays when they buy a home or lot in Sierra Cedars. The fee goes toward the expenses of updating the district files, sending orientation information to the new homeowner and corresponding with them. As the fee has not been increased since 2005, Todd presented the idea of increasing the Homeowner Transfer Fee to \$75.00 (from \$50.00) to keep up with inflation.

M/S/C Phil E./Joel F. to approve the increase of the Homeowner Transfer Fee to \$75.00 effective immediately (5/0).

B. Resolution 139: *RESOLUTION ORDERING EVEN-YEAR BOARD OF DIRECTORS' ELECTION; CONSOLIDATION OF ELECTIONS; AND SPECIFICATIONS OF THE ELECTION ORDER*

This is a routine resolution required by Fresno County which enables our district board member seats to be included in the November 5, 2024 election. SCCSD has 4 board seats up for election this year. If you would like more information regarding becoming a district board member, please contact Todd Bristol at SierraCedarsCSD@gmail.com.

M/S/C Phil E./Joel F. to approve Resolution 139 as presented (5/0).

Item #10 BOARD MEMBER REPORTS - none

Item #11 NEXT AGENDA REQUEST

Item #12 ADJOURNMENT

M/S/C Phil E./Scott M. to adjourn the meeting at 11:41 p.m. (5/0).

Next Meeting: Monday, June 3, 2024 at Mike LaRue's residence, 42325 Blue Meadow Lane, Shaver Lake, CA. at 9:00 am.

Minutes submitted by Todd Bristol, General Manager