



## SIERRA CEDARS COMMUNITY SERVICES DISTRICT

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Shaver Lake, CA 93664  
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[www.sierracedars.com](http://www.sierracedars.com)

Unadopted Minutes  
Regular Board Meeting  
August 3, 2026  
Mike LaRue's residence, Shaver Lake, CA

### REGULAR BOARD MEETING

**Item #1** President Mike LaRue called the meeting to order at 9:09 a.m.

**Directors Present:** Phil Erdman, Mike LaRue, Brian Litle, Craig Middleton, Scott Moore

**Directors Absent:** none

**Others Present:** Todd Bristol, homeowner Shari Marquez

**Item #2 ADOPT AGENDA**

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

**Item #3 APPROVAL OF MINUTES**

**M/S/C Scott M./Brian L.** to approve the minutes of the Regular Board Meeting of June 1, 2026, as presented (5/0).

**Item #4 WATER SYSTEM REPORT - Todd B.**

Water usage for the month of June was 409,045 gallons. The water tanks are both full. Total water production has been around 32 gpm using the Lateral Well and Well #5.

Currently, the New Meadow Well is not being used. Central Cal Waterworks is flushing it on a regular basis so it will be ready if water production from the other wells decreases too much in the fall months.

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

Todd briefly reviewed the district's Water Conservation Plan. The district decided to move to Stage 2 of the plan. This is a routine procedure often done earlier in the year. Besides the restriction of Stage 1 of the plan, Stage 2 also prohibits outside watering on weekends and holidays.

**M/S/C Phil E./Scott M.** to approve Sierra Cedars moving to Stage 2 of the Water Conservation plan, effective immediately (5/0).

(Please note: The Water Conservation Plan is posted at our website at [www.SierraCedars.com](http://www.SierraCedars.com). You can download a copy if you like.)

**Item #5 SIERRA CEDARS WELL AND INFRASTRUCTURE DROUGHT RELIEF PROJECT –**

Todd Bristol and Mike LaRue

This is a multi-year project that has progressed at a good pace and will continue as funds become available. The project has four main parts:

I.) Well Drilling - **Completed**

II.) Water Tank Replacement/Refurbishment - **Completed**

III.) SCADA System to remotely monitor and control distribution and production of water -

**System being installed** – New water meters are still being installed in the district. To date about 3/4 of the homes in the district have received the new meters. The meters have been installed from Black Oak Rd. to Rd. 16 and also on the left side of Saddleback (and side roads on left) as you travel toward the end of Saddleback Rd. The district hopes to have all the water meters installed soon.

With the meters many water leaks have been discovered at many cabins due to toilets leaking, pipes and valves that have degraded over time, and improper shut off of water when the cabin is vacated, hoses left on, etc. Many thousands of gallons of water have been saved. Todd reports that many of the problems encountered could have been avoided if the water was turned off at the cabin as required by the district. **All water must be shut off to your cabin if it is not in use for 24 hours or more. This includes rentals!** If you have not received information on how to monitor your water usage on your computer or smartphone, please email Todd Bristol at [SierraCedarsCSD@gmail.com](mailto:SierraCedarsCSD@gmail.com)

Board Member Scott Moore shared more information regarding the new water meters and access available to each homeowner. The board strongly encourages each homeowner to download the app and monitor their cabin's water usage, especially if they have a rental. Scott will be sharing more information at the annual meeting on Monday, September 7.

**Under Ordinance 22-11, which is part of the Water Conservation Plan, "Every homeowner in the District is required to shut off water supply to his or her property if the cabin will be unoccupied for 24 hours" or more.** This restricts any outside automatic watering system to the hours when the cabin is occupied.

IV.) Water Main Pipes and Valve Replacement - **No Start Date** - district plans to replace pipes and valves over several years as funds become available.

1. Small Community Drought Relief Program Progress Report - Mike LaRue

Mike reviewed what the grant money has allowed the district to do... drill 5 wells (dry) and refurbish both water tanks. The district also investigated water filtration for manganese as a way to utilize two wells that currently are not being used, but a good answer was not found for getting rid of the residue left over. Since the district could not resolve the issue and the grant deadline is at the end of the year, the district will not be able to utilize the last \$125,000 of the grant. The good news is that the grant provided around \$890,000 for the work that was completed. Our water tanks should be good for another 30 years or more!

**Item #6 PUBLIC PARTICIPATION** – Shari M. thanked the board for their work and commitment to the community. She raised a question regarding disruptive renters and what to do about them. The board advised her to call the property manager who can talk to the owner.. It is not a board issue.

**Item #7 GENERAL MANAGER'S REPORT - Todd Bristol**

Items reported as shown below:

a. Ownership Transfers:

1. 42005 Hanging Branch: New Owner – Gomes/Fehrer, Previous Owner - Donahue
2. 42316 Blue Meadow Lane: New Owner – Shari Marquez, Previous Owner – Maze

b. Todd reported that following projects have been completed: Bulletin board repainted, main roads swept, weeds cut around fire hydrants, district sign, etc., the Tank Shed road sealed, and the Rock Ledge Cul-de-Sac culvert cleaned.

c. Annual Generator Maintenance this week

d. Todd reported a recent incident of children riding a motorbike on the county and district roads in Sierra Cedars. No off road vehicles or ATV's are allowed on the roads in Sierra Cedars. The CHP and sheriff patrol the road. Call them to report a situation.

**M/S/C Phil E./Craig M.** to approve the General Manager's Report as presented (5/0).

**Item #8 FINANCIAL REPORT - Todd Bristol**

**Account Balances as of July 31, 2026**

|                         |              |
|-------------------------|--------------|
| CVCB Checking Account   | \$42,132.72  |
| CVCB Money Market       | \$152,029.30 |
| Five Star Bank Money Mk | \$200,470.46 |
| Five Star Bank Checking | \$22,223.67  |
| IntraFi Network Deposit | \$763,005.58 |

|                          |                       |
|--------------------------|-----------------------|
| Total Savings & Checking | \$1,179,861.73        |
| Accounts Receivable      | 0.00                  |
| Total Current Assets     | \$1,179,861.73        |
| Fixed Assets             | \$933,084.00          |
| <b>Total Assets</b>      | <b>\$2,112,945.73</b> |

Todd B. presented the June and July 2026 financial report to the board.

**M/S/C Scott M./Brian L.** to approve the June 2026 financial report as presented (5/0).

**M/S/C Brian L./Craig M.** to approve the July 2026 financial report as presented (5/0).

Todd also presented the 10 year Income/Expense spreadsheet to the board for their information.

**Item #9 NEW BUSINESS**

A. Resolution No. 145: RESOLUTION OF THE BOARD OF THE SIERRA CEDARS COMMUNITY SERVICES DISTRICT ADOPTING THE MODEL CONFLICT OF INTEREST CODE PROMULGATED BY THE FAIR POLITICAL PRACTICES COMMISSION UNDER TITLE II, DIVISION 6, CALIFORNIA CODE OF REGULATIONS, SECTION 18730, ET SEQ.

This is a routine update of the Conflict of Interest Code required by the county and state.

**M/S/C Phil E./Craig M.** to approve Resolution 145 as presented (5/0).

B. District Supervisor Resignation: Pete Conrad submitted his Letter of Resignation effective 8/2/26. Pete's history with Sierra Cedars is extensive. Besides being a homeowner in Sierra Cedars, he served as a board member and then as the Board President for many years. He then came back and served as the District Supervisor. The board wishes to express deep gratitude and much appreciation for his vision and hard work. Pete was instrumental in implementing Resolution 80 that allowed the district to upgrade to our district water system and to install the first water meters in the district.

**M/S/C Phil E./Scott M.** to accept Pete Conrad's Letter of Resignation, with regrets (5/0).

**Item #10 BOARD MEMBER REPORTS**

Phil E. – He will be contacting Bill Blair of Shaver Lake Construction to see where the district is with the cleaning and exercising of the water valves in the main water lines.

**Item #11 NEXT AGENDA REQUEST – Annual Meeting - Main feature is a report on the new water meters.**

**Item #12 ADJOURNMENT**

**M/S/C Brian L./Scott M.** to adjourn the meeting at 12:04 p.m. (5/0).

Next Meeting: Annual Meeting is Labor Day, Monday, September 7 at 10:00 a.m. in the Shaver Lake Community Center. All homeowners are invited to attend.

Minutes submitted by Todd Bristol, General Manager