



Po Box 264  
Prather, CA 93651  
Shaverlakeheights.org  
Shaverlakeheights@gmail.com

---

## **Board of Directors General Session Agenda - Approved Minutes**

**Meeting** – April 11, 2026, 10 am @ Tractor Barn

**Board Members** – Bob Markland - President, Patrick Lee - Vice President, Dean Alexander - Treasurer, Curt Manganaan - Secretary, Joel Brandon, Steve Duncan, Ken Schnell

**Other Attendees** –

Gina Markley – Administrative Assistant, Clarence Rasmussen, Al Thompson

**Call to Order** – 10:03am

### **Agenda**

1. Approval of Agenda: Motion to approve Steve, second Dean. Motion approved
2. Approval of previous meeting minutes: Motion to approve Steve, second Dean. Motion approved
3. Water Well Reports: Very concerning March +71% There was a 71% increase in water usage in March 2026 as compared to March 2025. There wasn't a spike in well pumps SCE electrical cost that would indicate a water leak. May be a bad water meter or faulty reading. To be further looked into.
  - a. Cen Cal Response Bob contacted Cen Cal. There was an error in their spreadsheet, but it did not affect the usage concern.
  - b. Should the board dig deeper into usage numbers? Well reports will be monitored
  - c. Next steps: Possible replacement of the water meters.
4. Financial reports – Dean & Gina
  - a) Review of March Financials Financial reports were reviewed by the Board. All transactions were routine. Nothing out of the ordinary to report. Only 4 membership fees are outstanding. Dean reported a budget carryover of a little under \$30k

from last year. A motion was made by Bob to move \$10k of the carryover into the operational reserve fund, second by Steve. Motion carried. A motion was made by Dean to move \$10k of the carryover into the CIP fund, second by Steve. Motion carried.

5. Property review – Jeff No report was received from Jeff
  - a. Update of generator maintenance. Did generator run for an extended time frame this month? Pat updated the Board on this item. He reports it is fully repaired and 100% operational. Total cost of the repairs was under \$1,300. Pat will get a cost for quarterly preventive maintenance and bring it back to the Board for consideration.
  - b. Dead tree removal: Sierra Nevada Tree Service to remove dead tree on Sparrow at no cost. Pat has made arrangements for 3 other downed trees by the equipment barn to be remove at no cost.
  - c. Update regarding Cal Trans work on Hwy 168. We have water lines crossing. How to mark? Pat will contact Cal Trans and notify them of the associations water line near the culvert work. He will also work with Doug Koerper to mark the water lines.
  - d. Other property repairs Nothing discussed
6. Cross Connection Control Plan.
  - a. Progress Status update if known About 100 inspections have been done to date. Gina to send out letters to member non-respondents (about 17). Dean reports the cross-connection plan fund has a balance of \$14,756.
  - b. Other comments regarding inspections None
  - c. Should board file for additional extension? Bob will draft and send a letter to the State asking for an extension.
  - d. At what point should the board seek legal advice for non-responsive members? To be discussed at a later meeting.
7. Preliminary planning for Annual Meeting and Board Elections
  - a. Confirmation that Notification of elections to membership has been communicated. Gina has sent out notification and has asked for interested members to reach out.
  - b. Mail Ballots May 1<sup>st</sup> tally results at annual meeting
  - c. Expiring Terms: Steve Duncan, Dean Alexander, Bob Markland
  - d. Annual meeting to be held June 20<sup>th</sup> @ 10am at the Tractor Barn
8. 3 projects for 2025/2026:
  - a. Annual Maintenance Tracker: STATUS UPDATE Patrick & Joel
    - We need to finalize the list and appoint a maintenance lead person to manage as well as report monthly status to board. Pat and Joel will maintain the maintenance schedule/log.

- b. Digital Records and Archives: **STATUS UPDATE** Ken & Steve
    - Requires the development of a digital file of SLHWA to archive relevant information. This purpose is to create a single location for future boards to access as a resource. Ken and Steve will create and archive a digital file for data collection. A central location for all historical data. They will maintain and update as needed.
  - c. Equipment valuation and CIP projection for 2027. **STATUS UPDATE** Bob, Dean & Curtis
    - Long term project to develop a status report of our equipment values and project the health of our CIP which is set to expire in 2027. Can be detailed or summarized. The intention is to understand the health and value of our equipment and ensure we have set aside sufficient funds for replacement. Potential to recommend a new CIP. Goal is ensuring the list is kept current with periodic updates. Bob, Dean and Curtis will maintain this list.
9. 2025/2026 tentative meeting schedule. Subject to change:
- a. July 16 Virtual
  - b. August 9
  - c. ~~September 13 cancelled due to Garnett fire~~
  - d. October 11 - Virtual
  - e. November 8
  - f. December 9 Virtual
  - g. January 10 – No meeting will be held in January
  - h. February 7 – Membership Informational Meeting
  - i. March 21 – Tractor Barn
  - j. April 11 – Tractor Barn
  - k. May 23 – Tractor Barn
  - l. June 20 Annual Meeting – Location TBD

#### **Discussion Items not on the agenda**

Gina will send to the Board a link to access (electronically) archived files and current data.

#### **ADJOURNMENT**

11:25 am