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## **Board of Directors General Session Agenda/Minutes – Approved**

**Meeting** – December 7th, 2024, 10 am In Person Meeting at the 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** – None

Call the meeting order: 10:10 am

### **Agenda**

1. Approval of Agenda: Motion to approve by Curtis, second by Ken. Motion passed
2. Approval of previous meeting minutes: Motion to approve by Ken, second by Curtis. Motion passed
3. Water Well Reports – Novembers report not received from Cen Cal Waterworks
4. Property review – Jeff
  - a) Bob – Update status of water leak in Gas Station Parking Lot. Shaver Lake Construction has completed the repair. Rust ate through a pipe connection.
  - b) Jeff – Update status of Well #3 shutdown Well is back online. The tank is back to full with the system operating within normal parameters.
5. Financial reports – Dean & Gina
  - a) Review October and November Financials Nothing out of the ordinary to report. Associations' operational fund is on tract. One member's late fee is all that remains open. Motion to approve October's financials by Dean, second by Pat. Motion passed. Motion to approve November Financials by Dean, second by Pat. Motion passed
  - b) Vote on 2025 Budget

- I. Potential fee increase as part of 2025 Budget Board discussed having to raise membership fees to keep up with inflation. Increase in fees would be based on the Consumer Price Index (CPI) annual average number which is currently at 3.8%. Motion to approve the increase was made by Curtis, second by Ken. Motion passed.
  - II. Reserve Funds – CD investment opportunity Associations reserve funds currently earn no interest. The Board all agreed that interest-bearing accounts would be preferred. Steve will meet with Wells Fargo and report back to the Board at a future meeting
- 6. Water Chlorination retrofit update. – Work is nearing completion. Will be done by the end of the month.
  - 7. Update on Valve Cleanout project Bob/Patrick – A few valves could not be located. Jeff is going to need to assist. Complete list attached. Jeff will be asked to follow up and complete the remainder of the list.
  - 8. Annual Maintenance Checklist – Submitted for review No action taken
  - 9. Fire Hydrant Painting – Curtis. There are a couple of Hydrants that didn't get painted. New Fire Hydrant signs and reflective tape installed. 3 hydrants remain to be painted.

**10. 2024 / 2025 Maintenance Projects to consider:**

- a) **Incomplete** - Water Marker and Valve cleanout Project. Posts and markers are completed with the exception of a few where valves could not be located.
  - b) **Complete** - Shaver Lake Fire Department Hydrant Flushing completed.
  - c) **Not Started** - Firehouse Condition and recommended repairs. We need to schedule an assessment date and coordinate with Fire Department. Board member(s) will volunteer to inspect and generate a suggested repair list.
  - d) **Incomplete** - Develop a written annual maintenance checklist of association property. **Plan Submitted for Board approval.**
11. Recommended 2024/2025 meeting schedule. Subject to change:
- a) July 20<sup>th</sup> in person at Tractor Barn
  - b) August skip
  - c) September 21<sup>st</sup> in person at Tractor Barn
  - d) October 19<sup>th</sup> in person at Tractor Barn
  - e) November skip
  - f) December 7<sup>th</sup> in person At Tractor Barn
  - g) January skip
  - h) February 8<sup>th</sup> Virtual

- i) March 8<sup>th</sup> Virtual (optional)
- j) April 12<sup>th</sup> in person at Tractor Barn
- k) May 10<sup>th</sup> in person at Tractor Barn
- l) June 14<sup>th</sup> Annual Meeting at Tractor Barn

**Discussion Items not on the agenda**

None

**ADJOURNMENT**

Motion to adjourn by Curtis, second by Ken. Motion approved. 12:29 pm