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## **Board of Directors General Session Agenda**

**Meeting** – December 9, 2025, 5 pm Zoom

**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, Warren and Helen Shaw, Clarence Rasmussen

**Call to Order** – 5pm

**Agenda**

1. Approval of Agenda: Motion to approve Steve, second Curtis. Motion carried 6-0
2. Approval of previous meeting minutes: Motion to approve Steve, second Ken. Motion carried 6-0
3. Water Well Reports Overall water usage down compared to last year. Month to month has unusual fluctuations. Bob to contact CenCal and discuss this with them
4. Property review – Jeff No update to provide
  - a. Scotty Pippen update schedule of snow removal equipment and generator routine maintenance. No update to provide
5. Financial reports – Dean & Gina
  - a) Review of November Financials All transactions were routine and normal for this time of the year. Nothing unusual to report. Motion to approve Steve, second Ken. Motion carried 6-0
  - b) 2026 Budget Update – Final vote to include New Fees and line items for CCC Plan, Firehouse Bollards, Valve Installation on East side of Tollhouse, Motion to approve Ken, second Dean. Motion carried 6-0

6. Cross Connection Control Plan.

a. Extension to complete plan by May 31<sup>st</sup>, 2026 has been approved by State.

b. Next steps:

i. Approval of Cross Connection Control Policy

ii. Approval of Notice to be sent to members

iii. Approval of Member Opt In form.

Board discussion centered around how to obtain cabin access for inspections, potential cost for reinspection and whether or not to comply with this State requirement. Motion to approve all 3 above Steve, second Ken. Motion carried 5-1

iv. Schedule a February public meeting date. Board approved. Bob to reserve the community center for February 7, 2026

v. Acceptance of Water Connection Inc field survey and plan to correct deficiencies. Motion to approve Curtis, second Steve. Motion carried 6-0

vi. Approval to purchase HBVB's inventory – 100 units to start

7. 3 projects for 2025/2026: No reportable action taken on any below.

a. Annual Maintenance Tracker:

- 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:

- 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.

- 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.

8. 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 – TBD No meeting will be held in January
- h. February – membership informational meeting at Shaver Community Center
- i. March 14 – Date TBD
- j. April 11
- k. May 9
- l. June 13 Annual Meeting

**Discussion Items not on the agenda**

**Gina Markley added that the county tax bills for the property our association owns has our previous name, Shaver Lake Heights Property Association. She contacted a title company which would charge \$600 per property to officially change the name to Shaver Lake Heights Water Association. Issue was tabled for now.**

**ADJOURNMENT**