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Board of Directors General Session Minutes - Unapproved

Meeting – November 8, 2025, 10 am In Person 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 –

Gina Markley – Administrative Assistant, Jeff Smith – Watermaster

Call to Order – 10:02am

Agenda

1. Approval of Agenda: Motion to approve Curtis, second Steve. Motion carried
2. Approval of previous meeting minutes: Motion to approve Curtis, second Steve. Motion carried
3. Water Well Reports Water usage was up. Possibly due to fire trucks refilling tanks during the fire
4. Property review – Jeff Jeff reported a new water pressure switch was installed. Air gauge malfunction repaired. New screens have been ordered for the pressure and main tanks per the States recommendation.
 - a. Scotty Phippen update schedule of snow removal equipment and generator routine maintenance. Was unable to take a look due to the fire event. Will reschedule
5. Financial reports – Dean & Gina Motion to approve Pat, second Steve. Motion carried
 - a) Review of October Financials Financials reviewed by the Board. All transactions were routine. Nothing out of the ordinary to report.
 - b) Status of CD renewal Dean renewed the CD for a 4 month term. CD interest earned to date \$872

6. Discussion of possible 2026 Fee Increase – The association needs to consider a plan to build reserves to allow us to comply with new state regulations while at the same time absorb increasing costs to operate. Build reserves for the potential of a major expense should it occur in the next 5 years. Present identified expenses that are excluded from the budget:
 - a. New Master Valve Installation on South Side of Tollhouse \$10,000 **No action will be taken on this until the Spring**
 - b. Firehouse Bollards & electrical \$3,000+ **No action taken**
 - c. Insurance Increase \$5,000 **Anticipated increase in premium**
 - d. Cross Connection Plan Labor \$6,000 - \$10,000 **Board discussed hiring The Water Connection Inc. to survey each cabin (indoor and outside) in the association to bring us into compliance with the State mandated cross-connection plan. Pat made a motion to assess each cabin \$100 for the inspection. Fee would include the inspection and up to 2 hose bib vacuum breakers. Curtis second. Motion carried. Fee will be added to the yearly membership invoice.**
7. 2026 Budget Discussion. With and without a fee increase. **In addition to the above assessment, membership fee will be increased per the Consumer Price Index (CPI). All other budget items were reviewed and found acceptable. Motion to approve the proposed budget by Curtis, second Steve. Motion carried**
8. Discussion of Cross Connection Control Plan.
 - a. Extension to complete plan by May 31st, 2026 has been approved by State.
 - b. Next steps:
 - i. Who does board recommend to perform surveys? 3rd party? **See 6d above**
 - ii. Water Connection Inc will train board members or others. **Board approved**
 - iii. Letter to membership informing them of the regulation. **Gina will send out a letter to all Association members**
 - iv. Public Information meeting to be scheduled **Possible meeting location will be the Community Center. Too be determined**
 - v. Other
9. 3 projects for 2025/2026: **No action taken on any of the following**
 - 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.

10. 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 13
- g. January 10 - Virtual
- h. February 14 - Virtual
- i. March 14 – Date TBD
- j. April 11
- k. May 9
- l. June 13 Annual Meeting

Discussion Items not on the agenda

Pat informed the Board on the merits of installing timers on the wells. The goal is to operate the equipment only during off-peak hours. This has the potential to save up to \$1,200 a year in utility cost. No action taken

ADJOURNMENT

11:45am