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Board of Directors General Session Meeting Minutes - Approved

Meeting – October 19th, 2024, 10 am In Person Meeting at the Tractor Barn

Board Members – Bob Markland - President, Patrick Lee - Vice President (cell phone), ~~Dean Alexander~~ – Treasurer, Curt Manganaan - Secretary, Joel Brandon (cell phone), ~~Steve Duncan~~, Ken Schnell

Other Attendees – Linda Schnell, Clarence Rasmussen, Brent Hobbs, Katie Hobbs, Angela Blaylock

Call the meeting order: 10:04 am

Agenda

1. Approval of Agenda: Motion to approve by Curtis, second by Ken. Motion approved
2. Approval of previous meeting minutes: Motion to approve by Ken, second by Pat. Motion approved
3. Water Well Reports – September Usage +158% vs. September 2023 Cen Cal to recheck numbers. Higher usage may be due to the leak at the gas station.
4. Property review – Jeff was unable to attend.
 - a) Update status of missing valve 42059 Toyon – Valve located near Toyon. SLC will install a heavy grade valve cover. And Jeff will add a new water marker. Association valve was located
 - b) Bob - Update status of water leak in Gas Station Parking Lot. Needs to be repaired to avoid water continued water loss and shut off. Board should consider installation of individual shut off valves for affected properties at same time. Leak is on the owner's side of the Associations valve. 4 owners downstream of the leak have agreed to split the repair cost. Shaver Lake Construction (SLC) is unable to give an estimate due to unknown conditions underground. SLC stated they could have the repair completed before it snows in November. Board in agreement that SLC contract/invoice directly with the 4 property owners for the leak repair. Per direction from the Board, SLC will install additional valves at each property

location (4 total) in the spring. Valves will help isolate each individual property in the event of any future leaks. This work will be paid for by the association.

5. Financial reports – Dean & Gina Jan. – Sept. approximately \$152k in revenue, \$103k in expenses to date. Budget is on schedule. Expenses upcoming: property taxes and snow removal. There is the potential to move \$10k from the general budget to the CIP fund. Motion to approve the financials by Curtis, second by Ken. Motion approved
6. Water Chlorination retrofit update. – remaining parts have arrived and should be installed by 10/18 Nothing further to report on this item
7. Update on Valve Cleanout project Bob/Patrick – Some properties still need minor work ie. Vacuum, New Post, etc. However there remains a few valves that could not be located. Jeff is going to need to assist. Complete list attached. The remainder (about 20 properties) will be completed by the end of November.
8. Fire Hydrant Painting – Curtis. New reflectors, Fire Hydrant Signs and reflective tape to be installed. Work will be done before it snows.
9. CIP Inventory project needs updating. Bob to coordinate with SLC. Nothing new to report on this item.

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.
 1. Snow Removal Equipment
 2. Recommended building and pumphouse maintenance.
 3. Pump and equipment maintenance.
 4. Fire Hydrant cleanup.

Previous board generated list attached.

11. Recommended 2024/2025 meeting schedule. Subject to change:

- a) July 20th in person at Tractor Barn
- b) August skip
- c) September 21st in person at Tractor Barn

- d) October 19th in person at Tractor Barn
- e) November skip
- f) December 7th Virtual
- g) January skip
- h) February 8th Virtual
- i) March 8th Virtual (optional)
- j) April 12th in person at Tractor Barn
- k) May 10th in person at Tractor Barn
- l) June 14th Annual Meeting at Tractor Barn

Discussion Items not on the agenda

Mr. Rasmussen let the Board know his neighbor has listed his property for sale. Gina will send a letter to the property owner and real estate company reminding them of the Associations transfer fee.

ADJOURNMENT

Motion to adjourn by Curtis, second by Ken. Motion approved. 11:19 am