

Sierra Park Water News and Updates

Phone 209-533-7998

Volume 1.8

March 2014

Board of Directors 2013-2014

President	Kirk Knudsen
Vice President	Michael Lechner
Secretary	Wanda Lenhardt
Treasurer	Bill Ordwein
Human Resources	Heidi Ordwein
Directors at Large	Yvonne Peter Ray Coyle

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www.sierraparkwater.com

PO Box 424, MiWuk Village, CA 95346

President's Message

Spring has quickly arrived...

And our hopes for significant rainfall and snow have faded. It's clear that we will be facing drought conditions at least until next rainy season. Our aquifer is still holding up, which means we have a good water supply. But we can't take that supply for granted; we need to make wise choices about water usage. Most residents here do not have lawns to water, but for those with significant landscaping we ask for moderation in water usage. Please prevent unnecessary runoff and reduce landscaping watering as much as possible. We don't expect folks to let their plants die, but we believe we can keep some plants alive without overwatering. If you have plants to water outside do so at night as they will retain the moisture longer. Sweeping or blowing off drives and walkways instead of hosing them off is another great way to conserve.

On another note - we are preparing for our next fiscal year, which means looking at our budget. We are all property owners and want to see our annual billing remain as low as possible while continuing to provide quality water services to everyone in Sierra Park. One area of particular concern is reserves, because we have none. It is vital to the future of the Sierra Park Water Company that we begin to create reserve funds. The CPUC and the CDPH both expect us to begin developing reserve accounts.

We know that we do not have all the answers, and because of that we are open to ideas and suggestions as we look at the budget. If you have any thoughts about how we can save money and keep our operating costs down please share them with us via email us or through regular mail. We may not be able to implement every idea we receive, but we are open to considering all ways to reduce our costs while continuing to provide quality water services. This is your opportunity to have input into the budgeting process.

We hope that all of you are enjoying the great spring weather -- *Kirk Knudsen*

Next SPWC Board Meeting will be at 8:30 am on April 12th.



Water Services Contact Information

For any questions or information about water, please call us at 209-533-7998, reach us via email through the link on our website or by mail at P.O. Box 424 MiWuk Village, CA 95346



Sierra Park Water Company Board of Directors Meeting Minutes for March 15, 2014

The meeting was called to order at 8:36 by President Kirk Knudsen.

BOARD MEMBERS PRESENT: Kirk Knudsen, Bill Ordwein, Heidi Ordwein, Ray Coyle, Yvonne Peter, Michael Lechner and Wanda Lenhardt.

SHAREHOLDERS PRESENT: None

Others Present: None

MINUTES OF BOARD MEETING: A motion was made by Michael Lechner to approve the February 8, 2014 Sierra Park Water Company Board of Directors meetings minutes. Heidi Ordwein seconded the motion which was then unanimously carried.

CORRESPONDENCE:

Email:

- There were two emails regarding purchasing stock.
- One email was received inquiring about billings and whether payment plans were offered. The Sierra Park would not run if payment plans were offered. A credit card service has been established so that property owners can charge the annual bill to their credit cards. Not everyone has paid their accounts in full. Monthly late fees are charged on a monthly basis if accounts are not paid in full.
- Several emails were received with address updates.
- One request was made requesting the agenda for the meeting in advance.
- One email was received regarding a lot merge.

WATER EMPLOYEE REPORT: Heidi Ordwein - The caretaker has been released to return to work and he is working again. The Water Reports have been provided to the President.

Yvonne Peter - Aqua Lab is continuing to test the water. The Aquifer tests are complete. Some minor work was done on the water tank off of Wheeler Road.

DIRECTOR REPORTS:

President - Kirk Knudsen - The request for an extension of the Temporary Water Operating Permit was granted. The California Department of Public Health Survey will be due July 1st. Kirk has been working with the CDPH to clarify what needs to be done. The aquifer has been checked and the water supply is in good shape. This will continue to be monitored.

Vice President - Michael Lechner - Nothing to report

Treasurer - Bill Ordwein - The current account balance is approximately \$81,318. The monthly bills are approximately \$12,423. Yvonne Peter made a motion to pay the bills. Michael Lechner seconded the motion which was then unanimously carried. Bill states that that he will have the accounts reflect the Sierra Park Services payment for labor services the Water Company's employee has provided. There are 43 lots which have either only partially paid or have not paid their bills at all.

Secretary - Wanda Lenhardt - There are approximately 173 shares of stock sold. All stocks have been mailed to shareholders. Postcards were sent to all property owners explaining that stocks must be purchased by the 28th of March in order to be eligible to vote in the Annual Meeting on May 25th. Newsletters were also sent out.

Human Resources - Heidi Ordwein - In the caretaker's absence plans had to be made to have someone available to provide assistance with plowing the roads for the Services Corporation. A couple of employees were secured on a temporary basis and a few contractors were also identified to provide help as needed.

Director of Capital Improvement - Bill Ordwein - There is a need to monitor the level of water in the tanks remotely as it is difficult to get to the tanks at times. A report monitoring process is being explored. Bill is coordinating with the Fire Chief regarding how to meet their requirements within the Park while keeping our costs down. Bill is also exploring how solar power could reduce some energy costs. The telephone answering system received one phone call this month. This service monitors phone calls 24 hours a day, 7 days a week. It was needed because the CDPH wanted to make sure that we are able to be made aware of emergencies in a timely manner. We need to begin planning for our financial future. We have no reserves. Reserves are vital to the future of the Water Company. Once established, they will be protected and kept for specific purposes.

OLD BUSINESS:

- Next newsletter is slated for the week of 3/31/14.
- Preparation for the Annual Meeting - Inspectors are needed for the annual meeting. Inspectors will authenticate the quorum and ensure that the voting processes conducted within the meeting are conducted appropriately. Inspectors need to be neutral and not property owners.
- A budget committee is needed to create the budget for 2014/2015. Kirk, Bill and Michael will work together.
- Water valves were found that need replacing. The problems were found while cleaning the culverts.

NEW BUSINESS:

Next meeting will be held 4/12/14.

Closure - Move to Executive Session to discuss personnel matters and legal matters at 10:19.

Executive Session ended at 10:58. A decision was made to have a new key designed for the water main.

The meeting ended at 10: 59.

WE HAVE A NEW PHONE NUMBER THAT IS ANSWERED BY AN ANSWERING SERVICE 24 HOURS A DAY, 7 DAYS A WEEK. THE NEW PHONE NUMBER IS 209-533-7998.

SIERRA PARK WATER COMPANY, INC.
BUDGET REPORT
PERIOD ENDED FEBRUARY 28, 2014

	NINE MONTHS ENDED 02/28/14	2013-2014 BUDGET	VARIANCE	% OF BUDGET EXPENDED*
<u>REVENUE</u>				
WATER INCOME	\$ 308,992	\$ 343,800	\$ (34,808)	89.88%
TRANSFER FEES	\$ 500		500	
MISCELLANEOUS INCOME	2,215		2,215	
TOTAL REVENUE	311,707		(32,093)	
<u>ADMINISTRATION AND FEES</u>				
ACCOUNTING	11,163	16,173	\$ (5,010)	69.02%
BANK CHARGES	12		12	
CONSULTING	8,028	12,875	(4,847)	62.35%
CREDIT CARD CHARGES	1,712	1,500	212	114.13%
EMPLOYEE BENEFITS	9,163	7,643	1,520	119.89%
EMPLOYEE PAYROLL	41,747	44,960	(3,213)	92.85%
EMPLOYEE PAYROLL TAXES	3,962	4,496	(534)	88.12%
INSURANCE	22,429	21,270	1,159	105.45%
LEGAL CONSULTING/PROFESSIONAL SERVICES	34,642	30,900	3,742	112.11%
MEMBER COMMUNICATION	521	3,499	(2,978)	14.89%
OFFICE SUPPLIES	1,085		1,085	
OUTSIDE SERVICES	15,282		15,282	
TAXES AND LICENSE	2,254	3,708	(1,454)	60.79%
MISCELLANEOUS		5,000	(5,000)	0.00%
WATER ADMIN CONSULTING		36,000	(36,000)	0.00%
<u>OPERATION AND MAINTENANCE</u>				
EASEMENT LEASE FOR GROUND	500	39,600	(39,100)	1.26%
EASEMENT LEASE FOR WATER	49,850	39,140	10,710	127.36%
MAINTAIN WATER SYSTEM	16,256	6,500	9,756	250.09%
MAINTAIN WATER SYSTEM - CAPITAL	4,882		4,882	
RESERVES		20,000	(20,000)	0.00%
TOWERS AND ACCESS		5,000	(5,000)	0.00%
WATER EQUIPMENT MAINTENANCE		12,155	(12,155)	0.00%
WATER FUEL		1,391	(1,391)	0.00%
WATER SUPPLIES		910	(910)	0.00%
WATER TANK CHECK VALVE		9,000	(9,000)	0.00%
WATER TESTING	2,350	8,240	(5,890)	28.52%
WATER UTILITIES	6,369	13,699	(7,330)	46.49%
<u>REPAIR AND REPLACE</u>				
TANK REPAIRS				
WATER LINE REPLACEMENT				
WELL REHABILITATION				
TOTAL EXPENSES BEFORE DEPRECIATION	232,207	\$ 343,659	\$ (111,452)	
DEPRECIATION	414			
TOTAL EXPENSES	232,621			
NET INCOME FROM OPERATIONS	\$ 79,086			

CHECKING ACCOUNT \$81,318

Sierra Park Water Co.
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