

Sierra Park Services

News and Updates

Phone 209-533-7909

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Board of Directors 2016-2017

President	Heidi Ordwein
V.P. of Assessments	Susie Lechner
Secretary	Wanda Lenhardt
Treasurer	Mitchell Gabriel
Director at Large	Bill Ordwein

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www.sierraparkservices.com

PO Box 293, MiWuk Village, CA 95346

President's Message

The best of times and the worst of times...

...right here in Sierra Park! The best has been the great weather with lots of our owners in the Park enjoying the summer. The playground, picnic area, dog park and lake areas have been much used and appreciated.

Now for the worst: If you have been here you will have seen the many dead or dying trees along the 108 corridor and in the Park. Beetles! They are not expected to go away anytime soon and will continue to cause havoc. We have been told this problem will last for two years, maybe longer.

If you have dead trees, or your neighbor's dead trees may fall and impact your property, I encourage you to contact them and work together. Most tree removal companies are fully engaged with calls throughout the county, and it may be difficult to find someone to do your work in a timely manner. However, if several residents band together it creates a bigger job that may get attention more quickly. If you think the dead trees are on Sierra Park property, call the answering service number (209-533-7090) and leave a message. Our caretaker will take a look and we will let you know the status.

PG&E has now contracted with a tree removal company to remove any trees that will impact lines in the Park. Because of the widespread beetle problem, State and County disaster groups are doing checks throughout our community and may contact you about tree removal or clearing your lot. This will result in a citation and a time limit for correction. Again, finding help may take some time, so please address any citations/notices promptly.

So far we have had a hot summer and, as always, the ground and fallen debris are quite dry. Fire danger is VERY HIGH. Have fun, enjoy your time this summer, but be safe -- **Heidi Ordwein**

Expertise needed



We need a structural engineer to examine the little bridge near West Jordan. If you are an SE licensed in California, please consider lending your help.



Sierra Park Services Company Board of Directors Meeting Minutes for May 7th, 2016

Meeting called to order at 10:30 by Michael Lechner.

Board Members Present: Michael Lechner, Heidi Ordwein, Mark Logan, Wanda Lenhardt and Bill Ordwein.

Shareholders Present: Phil Barthman, Darin Jewell, Chuck Walker, Susie Lechner.

Others Present: Mike Van Gundy

Attendees' Comments/Questions:

- Chuck Walker brought a disk with sequential photos of the pedestrian bridge during construction. They will be shown at the annual meeting.
- Phil Barthman requested that the Board consider extending the bridge supplement charge for a year to replace the condemned pedestrian bridge over the creek tributary near Jordan East. The Board will look at feasibility, and Phil volunteered his expertise to investigate the pipes/conduit suspended by the bridge.
- Mike Van Gundy asked how the CPUC will view having a single caretaker working for both the Services and Water Companies. Since neither company requires a full-time employee, the CPUC has approved sharing of the caretaker's time. The Services Company reimburses the Water Company for all hours John spends on service-related tasks.

Approval of the Minutes: Mark Logan moved to approve the minutes of the December 5, 2015 board meeting. Heidi Lenhardt seconded, and the motion passed unanimously.

Communications: Wanda Lenhardt, secretary

- One inquiry about date of next board meeting.
- One communication regarding tree removal between neighbors
- One inquiry as to when the needle dump be open for pine needle cleanup
- One email address update, and offer to receive newsletters via email only
- One request to be removed from the email list
- One question about annual bill for 2016/2017
- An inquiry about how to contact the OFSRA
- Multiple contacts regarding the gate
- One contact from a realtor requesting assistance in conducting an open house on a cabin in the Park that she has listed for sale

Directors' Reports:

- **President** - Michael Lechner - Nothing to report
- **Vice President** - Heidi Ordwein - Nothing to report.
- **Secretary** - Wanda Lenhardt - Notices for the annual meeting will go out in early May. Current mailing addresses have been difficult to verify. The Services Company will consider contracting with an online service that provides up-to-date owners' names and mailing addresses for all properties. Final end-of-business-year documents will be filed with the State.
- **Treasurer** - Mark Logan - The Services Company has been conservative in its expenses through the winter, and we are running to budget. However, cash reserves for unexpected expenses are small. There is still about \$90,000 outstanding in unpaid annual bills; pending the outcome of current litigation, collection of this money could be used to replenish the reserve fund.
- **Roads** - Heidi Ordwein - More road repair is scheduled for this year, probably in early autumn. Requests for Proposals have been sent to three vendors for resurfacing the final quadrant on the southwest side, and crack-sealing roads throughout the Park. Owners will be notified in writing in advance of the work.

- **Caretaker Report** - Heidi Ordwein - Ditch cleaning is in process, and John has been working on after-winter cleanup of common areas. His timecard has been modified, making it easier to track hours spent on service-related tasks.
- **Gate** - Bill Ordwein - Gate controls continue to malfunction in damp weather. Equipment has been checked and is all working, so it may be a grounding problem. Bill will continue to investigate. The gate is financially self-sustaining so this work is at no cost to property owners.
- **Equipment** - Heidi Ordwein - Fuel tanks have been topped off in preparation for summer work. The Board will consider purchase of a small tractor to facilitate mowing and ditch cleaning. This tractor would cost less to operate than the existing equipment, would allow cleaner mowing operations and would save on equipment maintenance.
- **Buildings/Common Areas** - Heidi Ordwein - Doors have been repaired and the buildings are in good shape. John is verifying the schedule for servicing/inspecting fire extinguishers at all buildings.
- **Health and Safety** - Heidi Ordwein - Porta-potties will be installed before the annual meeting. PortaPotties are in place. The beach sand and volleyball court have been rototilled in preparation for summer use.
- **Recreation** - Michael Lechner - Last year's drought has had a lasting impact on commercial trout farm operations. There are currently no viable sources selling fish to stock the pond, so the Fishing Derby will not take place this Father's Day.

Old Business:

- The Company's attorneys have sent a letter accepting the settlement offer of the management company for the rental property whose renters damaged newly-surfaced roads.
- Annual Meeting of the Services Company will be held on May 29th, 2016 at 10:30 am. Registration for shareholders will start at 7:30 am.

New Business:

- Deadline for returning Shareholder proxies to be voted at the annual meeting is May 20th, 2016. If you cannot attend, please make sure your proxy is assigned to another shareholder who will vote for you, whether a trusted friend or a board member.
- Chuck Walker asked the Board's permission to rebuild one of the picnic tables at the lake at his own expense. The Board accepted gladly, and welcomes other volunteers who are interested in refurbishing the splintered wood of our picnic tables. Although money for improvements is tight, if a property owner is willing to sponsor costs of wood for a table the caretaker can do the rebuilding.

The meeting temporarily adjourned to executive session at 11:52 pm to discuss issues relating to legal and financial matters.

The regular meeting reopened at 1:20 pm. Nothing to report from executive session.

The meeting ended at 1:21 pm. *Next meeting will be at 10:30 on August 6th, 2016.*



Sierra Park Services Company Board of Directors Meeting Minutes for August 6th, 2016

Meeting called to order at 10:40 by president Heidi Ordwein.

Board Members Present: Heidi Ordwein, Mitch Gabriel, Wanda Lenhardt, Bill Ordwein. Michael Lechner, and Susie Lechner.

Shareholders Present: none

Others Present: Mike Van Gundy (briefly)

Attendees' Comments/Questions: none

Approval of the Minutes: Michael Lechner moved to approve the minutes of the May 29th annual shareholder's meeting. Susie Lechner seconded, and the motion passed unanimously.

Communications: Wanda Lenhardt, secretary

Emails:

- There were four emails regarding the gate and two regarding dead trees.
- Five emails regarding the needle dump, and email list change requests.
- There were two inquiries regarding the annual meeting and one regarding billing.

Phone Calls: There were multiple calls received regarding the annual meeting, the needle dump and the gate.

Directors' Reports:

- **Caretaker Report** - Heidi Ordwein - Our vendor completed the grinding in a week, creating piles of mulch. This mulch, which is allowed by CalFire to remain, is being spread throughout the Park in low areas or places that can benefit from mulching (such as the apple tree hill). Unfortunately, there was construction debris including a battery, a mallet head, metal pipes, concrete and large rocks scattered through the mounds of needles. Workers were able to catch most of the junk, but not before some of it damaged their equipment -- an additional \$1200 charge.

Table and bench replacement project: Ipe wood has been ordered, and resident Chuck Walker will help John replace the two tables at the lake in early September. Another homeowner has donated a replacement bench for the spot by the flagpole, and it has been ordered. The Ennis family has offered to replace the flag. A big "thank you" to all who are helping make our Park a better place!

Ditch and culvert cleaning is scheduled for September-October. A part-time employee will be brought in to help with this big project.

The picnic area was rented out over a weekend. The Board will develop written instructions for homeowners to follow when renting in the future.

- **Vice President** - Susie Lechner - If no community members offer their aid in evaluating the little bridge, we will contract with a local structural engineer to inspect it.
- **Vice President of Assessments** - Michael Lechner - The Board requested that Michael serve in a limited role for one transition year, and he accepted. His efforts will focus on collection of past-due accounts.
- **Secretary** - Wanda Lenhardt - No new shares of stock have been sold. The May newsletter went out via email and hard copy. The August newsletter, along with Annual Meeting minutes, will be mailed to all property owners. The **master list of phone numbers, mailing addresses, and email addresses is being updated** - please notify the Board of any changes. This will help us to reach you for important notifications affecting your property (such as a tree on the roof!)



- **Treasurer** - Mitch Gabriel - Bills for the month of June totaled about \$8,168. The Board agreed to approve and pay all bills. Aging report: at meeting time, 25 people still owed in arrears. 118 people had not yet paid their annual bills for 2016/2017. **Don't forget, payment for the current year is due by the end of August.**
- **Roads** - Heidi Ordwein - Bids have been received and a contractor selected for this year's road repairs, scheduled for early autumn (if fire-fighting demands do not conflict with the work). We will be resurfacing the final quadrant on the southwest side, as well as the parking lots, and crack-sealing roads throughout the Park. Every home that will be affected by the work will receive will be notified in writing in advance of the work; additional notifications will be posted at the door, and there will be a notice at the gate.

Old Business:

- Cable communications in the Park: Sierra Nevada communications says a fiber extension from Sonora to Long Barn should be complete in 2017. Fiber connections are anticipated to be available in the Park next May. At the same time, they are transitioning to all-digital television service, which will require set-top boxes for older TV's.

New Business: none

The meeting temporarily adjourned to executive session at 12:05 pm to discuss issues relating to legal and financial matters.

The regular meeting reopened at 2:06 pm. Report from executive session:

- Months the needle dump is open have gradually extended over the past five or ten years, making it difficult to schedule clean-up work. To address this, the needle dump will be closed this year from November 1st to the end of March. In addition, the needle dump will be closed the last week of every month so the caretaker can clean it up and compact the pile. To deter folks from dumping anyway, logs will be placed extending out from the entrance road.

The meeting ended at 2:07 pm. *Next meeting will be at 10:30 on November 5th, 2016.*



Needle dump closure schedule for 2016:

August 29-September 2 --	closed for maintenance
September 6-30 --	closed for maintenance
October --	open all month
November 1 - March 31 --	closed for winter

SIERRA PARK SERVICES, INC.

Annual Shareholder Meeting Minutes May 29, 2016

Shareholder Registration from 7:30 - 8:30 a.m.

Michael Lechner, President, called the meeting to order at 10:32 a.m. and led the group in the pledge of allegiance.

Wanda Lenhardt, Secretary confirmed a quorum of shareholders (106) represented in person or by proxy out of 185 shareholders.

Michael Lechner welcomed everyone to the meeting. He introduced and thanked the Board of Directors, along with website manager Marianne Gennis.

President's Message -

This has been a successful year, as SPSC has continued to provide the same services as in years past. Litigation status: The SPSC has been named a co-defendant in a cross-complaint filed as part of the Recreation Association's lawsuit against those who did not pay their bills prior to 2013-14. This will mean the eventual ruling in the Rec Association's suit will apply to SPSC also. However, this litigation is dragging on.

The SPSC has customers who have not paid their bills from years past. California has a statute of limitations regarding these matters. That statute is for three years + 60 days, which means that SPSC must file litigation against those who did not pay SPSC for 2013-14 and are not part of the cross-complaint. Therefore, Michael Lechner will step down from the Board of Directors and will instead focus on filing claims against those non-payers in Small Claims Court.

Director Reports -

Vice President, Heidi Ordwein:

The voting procedures for the meeting were reviewed.

Secretary, Wanda Lenhardt:

Susie Lechner has helped with preparing the newsletters this year and Wanda expressed her gratitude for the excellent job Susie has done. The Services Company does have a modest budget for mailing of hard copy newsletters to those who don't receive them via email.

Caretaker Report, Heidi Ordwein, H.R. Director:

John Marshall is the caretaker for both the Water Company and the Services Company. John's hours are carefully tracked by using two timecards, and SPSC is charged for each hour he spends on Services tasks. On occasions when John is very busy or tackling large tasks such as the bar ditch cleaning, a part-time worker is sometimes brought in to assist him.

Roads, Heidi Ordwein:

Last year's road work came in within budget. The final ¼ of the Park's roads will be resurfaced this year, and the rest of the roads crack-sealed, continuing the rotating schedule. Where access to residences will be temporarily limited by the work, notices will be posted on each house stating clearly that no one is allowed to drive on the freshly-surfaced roads. Work will likely take place during the week

and will start after school resumes in the fall. Every effort will be made to minimize disruption by providing ample notice via signage, email and newsletters.

Gate, Bill Ordwein:

The gate is in good repair. Remote device “clickers” require approaching cars to be in close proximity and moving slowly before the gate will open; this allows the camera to capture license plate information of gate users.

Equipment/Buildings/Common Areas, Heidi Ordwein:

The sand shed was re-roofed this year so sand could stay dry enough for use on icy roads. There is a plenty of wood available in the old campground, free for any property owner to cut up and use. The swimming floats are in place in the lake, and the beach and volleyball court have been rototilled.

Volunteers have offered to help repair the Park’s 19 aged picnic tables. \$1000 will be requested from the Board to buy materials (\$100/table for pine, which ages rapidly, or \$530 for long-lasting IPE which is a much more durable hardwood. Benches with highest use will get IPE boards).

Families are also invited to sponsor the cost of refurbishing a table or bench and can have a dedication plaque attached.

Recreation, Michael Lechner:

Last year the Board sponsored a kids’ Game Day and the Holiday Party. This replaced the annual Fishing Derby as there were no fish available to stock the lake. Unfortunately, there will be no Fishing Derby again this year, as fish are again not available for purchase due to ongoing effects of the drought.

Health/Safety, Mark Logan:

Fire safety is a very real concern here in the mountains. Once started by a spark, fire spreads more quickly than responders can control. For this reason please do not burn yard debris here in the Park, but use the needle dump provided. For charcoal or fireplace ashes, use the metal can only, and avoid placing actively burning coals in the can.

Geese continue to share the lake with us. We have to remember we are in the national forest and that means we share our environment with many wild species. The geese cannot be removed or harmed. The caretaker will rake the beach before weekends so sand is as clean as possible. The lake’s water is tested monthly for water quality. No unsafe levels of bacteria have occurred, but the goose droppings can cause itchy skin in some people. It is advisable to rinse off thoroughly after swimming in the lake.

Bridge Replacement Update, Susie Lechner:

The bridge on the southeast side of the lake is complete except for upgrading the path around the lake. SPSC agreed to upgrade the path around the lake as part of the project to make it more accessible to everyone. This upgrade was a requirement of the project. The path budget is limited and work will therefore need to be done by volunteers. Work days will be scheduled for this summer. An all-weather path from the parking lot to the spillway has already provided thanks to donations from Mark & Nancy Logan and Simunaci Construction.

Little Bridge Safety Report by Philip Barthman, Building Inspector:

The Board has received requests to replace the little bridge at the creek tributary, as well. Phil has an extensive background in construction and agreed to examine the bridge. The pipes under the bridge were found to have wires that were not being used and have since been removed. Phil believes the bridge is sound enough for repair to be a good solution.

The next step would be a thorough evaluation of the bridge by a structural engineer to further determine its safety and potential for repair. Repairs or replacement would require prior approval from Fish & Wildlife and the County. Discussion followed.

Phil Barthman made a motion regarding the bridge that was seconded. Some discussion followed and a decision was made to postpone any motion and vote until after the budget was discussed.

Treasurer's Report, Mark Logan

This Board has done a great job of implementing fiscal controls and conservative spending. In spite of reduced income, SPSC functioned within the allotted budget for 2015/2016.

The 2016/2017 Budget was reviewed. Annual bills will increase slightly from last year to \$655, but will include all services traditionally provided.

The bridge discussion resumed and Philip Barthman modified his motion to the following: "I make the motion to assess \$50 per parcel for the 2016/2017 fiscal year to fund evaluation of the bridge located on the west side of the lake as to the structural safety and the potential need for repair or replacement. Any money not spent on this project will be held until the 2017 annual meeting for determination by the shareholders as to how those funds are to be handled." Ray Coyle seconded the motion and discussion continued until closed. With discussion on the bridge study fee and the budget closed, the vote was called on both issues. Ballots were collected, along with proxy votes received on the budget, and were passed to the Inspectors of Election Maryann Gennis, Doris Selman and Mitch Gabriel.

Results of the voting:

- The 2016/2017 annual bill of \$655 passed, 100 in favor, 1 against and one abstaining.
- The 2016/2017 Bridge Study fee of \$50 per lot passed with 81 in favor, 18 against and one abstaining.

Election of Board of Directors -

With Michael Lechner and Mark Logan stepping down from the Board, nominations for candidates were opened. Mitch Gabriel and Susie Lechner were nominated from the floor and agreed to serve if elected. No other candidates were nominated and the vote for Board of Director positions was called. Those present were instructed to fill out their ballots and these, along with proxies already received, were passed to the Inspectors of Election. Michael Lechner again thanked all for coming and participating and adjourned the meeting at 1:00 pm to allow for vote counting.

After a short period, Inspectors of Election Maryann Gennis, Doris Selman and Nancy Hawke presented the results. (Mitch Gabriel recused himself from inspecting the Board of Directors votes after he was nominated to the board.)

Results of the voting:

- Bill Ordwein, Heidi Ordwein, Wanda Lenhardt, Mitch Gabriel and Susie Lechner were all voted onto the Board of Directors.

The new board was scheduled to meet at the conclusion of the meeting to elect officers for fiscal year 2016/2017. Officers for 2016/2017 will be announced in the August 2016 Newsletter.