

Sierra Park Services

News and Updates

Phone 209-533-7909

Volume 2.2

July/August 2014

Board of Directors 2014-2015

President	Michael Lechner
Vice President	Heidi Ordwein
Secretary	Wanda Lenhardt
Treasurer	Bill Ordwein
Director at Large	Mark Logan

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www.sierraparkservices.com

PO Box 293, MiWuk Village, CA 95346

President's Message

A tip of the hat and wag of the finger!

The 'tip of the hat' goes to all those in the community who, like your board of directors, responded to their CalFire warnings by sprucing up their lots - even further. After the Rim Fire, CalFire seems to be extra diligent in their inspections. The Park does look great, and hopefully no one has encountered a follow-up fine.

The 'wag of the finger' has to go to whoever walked past the "Wet Household Garbage Only" sign at the trash bin and left their old tube TV behind on the ground. At least they didn't throw it in the bin and have all the toxic material it contained end up in the landfill.

Trouble is, it costs the Park effort, time, and money to deal with this kind of selfishness. Our garbage costs have doubled this year. Hopefully with the gate back in operation (once AT&T runs the telephone line - soon, we hope) and a new security camera installed on the trash enclosure, the volume of dumping by outsiders and of inappropriate articles will decline - both are critical to keep our garbage costs from skyrocketing.

-- Michael Lechner

The next meeting for the Sierra Park Services Company will be at 10:30 on September 6, 2014.



Pie in the sky
apple picking
time in the
Park!

Have a great
fall!



Sierra Park Services Company Board of Directors Meeting Minutes for August 9, 2014

The meeting was called to order at 11:03 by President Michael Lechner.

BOARD MEMBERS PRESENT: MARK LOGAN, MICHAEL LECHNER, HEIDI ORDWEIN, BILL ORDWEIN, AND WANDA LENHARDT.

SHAREHOLDERS PRESENT: Linda Clark, Susie Lechner

Others Present: Mike Van Gundy

PLEDGE OF ALLEGIANCE AND INVOCATION: Led by Michael Lechner

APPROVAL OF MINUTES: The minutes from the June 7, 2014 meeting have been prepared and distributed to the Board of Directors for their review. Heidi Ordwein made the motion for those minutes to be approved. Mark Logan seconded the motion which was then unanimously approved. Wanda Lenhardt then stated that the minutes from the Annual Meeting have been completed and have been distributed to the Board of Directors for their review. Heidi Ordwein made the motion for the minutes from the Annual Meeting to be approved and to include the year-end financials in the August Newsletter. Mark Logan seconded the motion which was then carried by a unanimous vote.

Note: no BOD meeting was held on July 12, 2014, due to board members' vacation schedules.

CORRESPONDENCE:

Mail:

- One letter was sent to a property owner regarding trash that was being left outside. A complaint had been received, which then resulted in the letter being sent.

Email:

- An email was received from a property owner whose wife had been ill and was concerned she may have contracted her illness at the Park. This was an update saying she had recovered and there were no concerns relating to the Park.
- One email expressed concern over not receiving an annual bill the beginning of June before bills were sent out.
- Four emails were received requesting gate access.
- One email was received which provided an address correction.
- Three emails regarding Cal Fire citations, one of which inquired about removing a tree from the parcel next door.
- One email was received inquiring about who could be hired to clean their lot.
- One email was received with an email address update.
- One report was made regarding a heavy burlap bag blocking the entrance to the garbage dumpster.
- One email inquired how long the needle dump would be open. There are no plans to close the needle dump.
- Two emails were received regarding lot mergers.
- One email was received with thanks for service to the Park.
- One email was received regarding proxies sent for use in the Annual Meeting.
- One email was received inquiring as to the time frame the annual bills cover. Annual bills cover the fiscal year which begins June 1st and ends May 31st. They are due at the end of August.
- One email was received with concerns about five dead trees on an adjacent vacant lot. Contact information for the owner of the vacant was requested.
- One email was sent to SPWC in error, regarding removing trees near cabin due to Cal Fire request.

Phone:

- One phone call was received regarding a stock correction.
- One call was made to the SPWC in error regarding the Fish Derby.

BOARD OF DIRECTORS' REPORTS:

Secretary - Wanda Lenhardt - There have been no additional stocks sold since the June meeting. The June newsletter was sent. There was no July newsletter.

Treasurer - Bill Ordwein - The Treasurer's Report indicated that the bank balance at the end of July was approximately \$120,492. The monthly bills for July were \$9,689. The monthly bills for June were approximately \$8,798. There are approximately 185 people who have not paid their total bill for the 2014/2015 fiscal year but that payment is not delinquent until after August 31st. The revenue received this year is \$103,716.

Bill Ordwein made a motion to pay the bills from June and July. Heidi Ordwein seconded the motion which was unanimously passed.

Bill Ordwein will set up an account for reserves. Bill Ordwein and Wanda Lenhardt will be the signers on the account as the treasurer and secretary. Reserves are needed to cover equipment replacements and repairs. Mike Van Gundy inquired about whether the annual billings were voluntary. Bill Ordwein said no, they are not voluntary, they are required. Linda Clark asked if there was a cap on the amount of reserves we feel we need. At this point no cap has been established.

Roads - Mark Logan - Mark has received a copy of the Road Plan. Discussion regarding changing the road plan followed. The section of the road scheduled to be worked on this year will be damaged when this year's SPWC Capital Improvement Project is implemented. The need for flexibility in the Road Plan was discussed. Bill Ordwein made the following motion: "The road director has discretion to switch years with regard to which quadrants of the park are being worked on based on what makes most sense due to water company work." Heidi Ordwein seconded the motion which was then unanimously passed.

Caretaker Report - Heidi Ordwein - The temporary employee has managed the tasks that have needed to be completed in the caretaker's absence.

A new caretaker is being sought as the caretaker is no longer employed by the Sierra Park Water Company. The job listing will be posted. The Sierra Park Services Corporation's interests will be represented in the hiring process to ensure their needs are met.

Gate - Bill Ordwein - The gate is not functional. The current delay is due to AT&T. We need a phone line to be installed to be able to make the gate functional.

Equipment - Heidi Ordwein - An Inventory of equipment and tools will take place the remainder of the month. Items will be listed and if any tools are needed the company will buy them. We do not want personal property mixed with company tools or equipment since this has caused issues in the past regarding ownership.

Vehicle Inventory and Manual are in the process of being completed.

Backhoe: new tires on the front. We are in the process of getting rims and used tires to keep in stock since the backhoe breakdown for tire repair causes a day delay in work schedule. This piece of equipment is in heavy use.

Buildings/Common Areas - Heidi Ordwein - Locks have been changed to all buildings and there are new padlocks to all gates as of August 8th. Keys will be distributed to various persons who need them.

Health and Safety - Heidi Ordwein - There are several gates going out of the Park which can be used as an exit in a fire. One is the Cedarbrook gate, another is the gate which goes to the water tank and the other is the Old Long Barn Road. We need a plan of what to do in case of a fire. We will work with the fire department to develop the plan. Fire extinguishers are in need of being updated. An onsite person is coming to bring them to current status next week.

People are dropping garbage, pine needles, mattresses etc. in the dumpster area and these items have even blocked access to the dumpster. Our garbage costs have doubled because of garbage abuse. Not having a gate at the entrance to the Park has directly contributed to this problem as folks from outside our community come in and use our services.

Recreation - Michael Lechner - The Fishing Derby was a success.

OLD BUSINESS: Fishing Derby status - discussed in the Recreation portion of the meeting.

NEW BUSINESS:

- Rules and Regulations: The rules and regulations will be reviewed in an effort to finalize them.
- New Property Owner's Quick Start Guide: This guide will be reviewed and updated in an effort to finalize it.
- Bill Ordwein made a motion to move the Sierra Park Services Corporation's monthly Board of Directors meetings to the first Saturday of every month. Heidi Ordwein seconded the motion which was then unanimously approved.
- Statements from the June 2014 minutes will be reviewed which stipulated that volunteers could be covered by insurance.
- Mark Logan would like to develop survey regarding consumer satisfaction and looking into volunteer committees.
- Nancy of Cal Fire expressed her appreciation of property owner's efforts in cleaning their lots. Cal Fire was pleased with the improvements that have been made. The condition of the areas surrounding the meadow was noted in that there are many saplings and other brush that should be removed for both fire safety and the health of the larger trees. Future efforts to coordinate volunteer activity in cleaning this area will be explored in subsequent meetings.

EXECUTIVE SESSION: There was no Executive Session. The meeting ended at 1:02. The next meeting will be on September 6, 2014.

Jeff Aldnik of Cal Sierra Fire Prevention gave a brief presentation just prior to the SPSC Board Meeting about the lot cleaning services he provides. His business card along with others who provide similar services are on the bulletin board of the Recreation Hall.

SIERRA PARK SERVICES, INC.
 BUDGET REPORT
 FOR THE PERIOD ENDED
 July 31, 2014

	TWO MONTHS ENDED 07/31/14	2014-2015 BUDGET	VARIANCE	% OF BUDGET EXPENDED*
REVENUE				
MAINTENANCE INCOME	\$ 94,040	\$ 193,120	\$ (99,080)	48.70%
BRIDGE RESERVES	8,617	17,750	(9,133)	48.55%
EASEMENT LEASES	-	46,100	(46,100)	0.00%
FISH DERBY DONATIONS	659	2,000	(1,341)	32.95%
TRANSFER FEES	400	-	400	
INTEREST INCOME	-	200	(200)	0.00%
MISCELLANEOUS INCOME	-	7,703	(7,703)	0.00%
TOTAL REVENUE	103,716	266,873	(155,454)	38.85%
MAINTAIN AND REPAIR ROADS				
ACCOUNTING	2,895	15,322	(12,427)	18.89%
CONTINGENCY	-	3,000	(3,000)	0.00%
CREDIT CARD CHARGES	304	1,800	(1,496)	16.89%
EMPLOYEE PAYROLL	-	25,958	(25,958)	0.00%
HEALTH & SAFETY	935	4,740	(3,805)	19.72%
INSURANCE	(335)	28,000	(28,335)	-1.20%
LEGAL CONSULTING	-	13,000	(13,000)	0.00%
MEMBER COMMUNICATIONS	709	2,924	(2,215)	24.23%
PROFESSIONAL CONSULTING	-	1,000	(1,000)	0.00%
PROPERTY TAXES	-	3,400	(3,400)	0.00%
TAXES AND LICENSE	-	100	(100)	0.00%
MAINTAIN AND REPAIR ROADS SUBTOTAL	4,507	99,244	(94,737)	4.54%
MAINTAIN ROADS AND SNOW				
MAINTENANCE	2,593	55,000	(52,407)	4.72%
ROAD EQUIPMENT RESERVES	-	10,000	(10,000)	0.00%
ROADS FUEL	-	8,000	(8,000)	0.00%
ROADS SUPPLIES	52	2,000	(1,948)	2.59%
MAINTAIN ROADS AND SNOW SUBTOTAL	2,645	75,000	(72,355)	3.53%
CLEAN UP WORK				
CLEAN BAR CULVERTS	-	9,500	(9,500)	0.00%
CLEAN DITCHES	-	8,200	(8,200)	0.00%
CLEAN DRIVE CULVERTS	-	5,000	(5,000)	0.00%
CLEAN UP WORK SUBTOTAL	-	21,700	(21,700)	0.00%
MAINTAIN GATE				
GATE EXPENSE	103	-	103	
TELEPHONE	114	-	114	
MAINTAIN GATE SUBTOTAL	217	-	217	
REFUSE COLLECTION AND DISPOSAL				
EMPLOYEE PAYROLL	-	3,000	(3,000)	0.00%
GARBAGE	3,043	14,522	(11,479)	20.96%
REFUSE COLLECTION AND DISPOSAL SUBTOTAL	3,043	17,522	(14,479)	17.37%

SIERRA PARK SERVICES, INC.
 BUDGET REPORT
 FOR THE PERIOD ENDED
 July 31, 2014

	<u>TWO MONTHS ENDED 07/31/14</u>	<u>2014-2015 BUDGET</u>	<u>VARIANCE</u>	<u>% OF BUDGET EXPENDED*</u>
PINE NEEDLE MANAGEMENT				
EMPLOYEE PAYROLL	-	1,045	(1,045)	0.00%
NEEDLE EXPENSE	-	20,000	(20,000)	0.00%
PINE NEEDLE MANAGEMENT SUBTOTAL	<u>-</u>	<u>21,045</u>	<u>(21,045)</u>	0.00%
MAINTAIN COMMON AREAS				
EMPLOYEE PAYROLL	-	523	(523)	0.00%
FISHING DERBY	2,544	-	2,544	
GENERAL MAINTENANCE	1,233	12,131	(10,898)	
LODGE SUPPLIES	-	14	(14)	0.00%
MAINTAIN LAKE	-	4,084	(4,084)	0.00%
MAINTAIN STRUCTURE	598	1,181	(583)	50.64%
MAINTAIN COMMON AREAS SUBTOTAL	<u>4,375</u>	<u>17,933</u>	<u>(13,558)</u>	24.40%
GENERAL ADMINISTRATION				
BANK CHARGES	-	300	(300)	0.00%
EMPLOYEE PAYROLL	-	713	(713)	0.00%
EQUIPMENT RENTAL	255	1,026	(771)	24.85%
INSURANCE	109	-	109	
OFFICE EXPENSE	40	1,428	(1,388)	2.80%
OUTSIDE SERVICES	25	-	25	
RECREATION	681	1,723	(1,042)	39.50%
TELEPHONE	252	-	252	
UTILITIES	1,709	9,239	(7,530)	18.50%
GENERAL ADMINISTRATION SUBTOTAL	<u>3,065</u>	<u>14,429</u>	<u>(11,364)</u>	21.24%
TOTAL EXPENSES BEFORE DEPRECIATION	<u>17,853</u>	<u>263,673</u>	<u>(249,020)</u>	6.69%
DEPRECIATION	<u>1,066</u>	<u>-</u>	<u>1,066</u>	
TOTAL EXPENSES	<u>18,919</u>	<u>263,673</u>	<u>(247,954)</u>	
NET INCOME FROM OPERATIONS	<u>\$ 84,797</u>	<u>\$ -</u>	<u>\$ 92,500</u>	

CHECKING ACCOUNT \$120,492

SIERRA PARK SERVICES INC.
BUDGET REPORT
PERIOD ENDED MAY 31, 2014

	TWELVE MONTHS ENDED <u>05/31/14</u>	2013-2014 <u>BUDGET</u>	<u>VARIANCE</u>	<u>% OF BUDGET EXPENDED*</u>
<u>REVENUE</u>				
MAINTENANCE INCOME	\$ 178,905	\$ 196,920	\$ (18,015)	90.85%
EASEMENT LEASES	46,100	46,100	-	100.00%
GATE INCOME	1,570	4,000	(2,430)	39.25%
MISCELLANEOUS INCOME	758		758	
FISH DERBY DONATIONS	2,431	2,000	431	121.55%
TRANSFER FEES	700		700	
REFUNDS	(137)		(137)	
INTEREST INCOME	-	200	(200)	0.00%
TOTAL REVENUE	230,327	249,220	(18,893)	
<u>MAINTAIN AND REPAIR ROADS</u>				
ACCOUNTING	13,795	2,369	11,426	582.31%
CONTINGENCY		3,193	(3,193)	0.00%
CREDIT CARD CHARGES	1,676	1,500	176	111.73%
EMPLOYEE BENEFITS		4,397	(4,397)	0.00%
EMPLOYEE PAYROLL		25,865	(25,865)	0.00%
EMPLOYER PAYROLL TAXES		2,587	(2,587)	0.00%
FRANCHISE TAX EXPENSE		824	(824)	0.00%
HEALTH & SAFETY	4,605	4,120	485	111.77%
INSURANCE	48,692	21,067	27,625	231.13%
LEGAL CONSULTING	7,572	15,000	(7,428)	50.48%
MEMBER COMMUNICATIONS	2,723	1,236	1,487	220.31%
MISCELLANEOUS		5,000	(5,000)	0.00%
PROFESSIONAL CONSULTING		12,875	(12,875)	0.00%
PROPERTY TAXES	1,932	3,399	(1,467)	56.84%
TAXES AND LICENSE	150	412	(262)	36.41%
<u>MAINTAIN ROADS AND SNOW</u>				
MAINTENANCE	15,042	15,000	42	100.28%
REMOVAL	427	36,050	(35,623)	1.18%
ROAD EQUIPMENT RESERVES		5,000	(5,000)	0.00%
ROAD RESERVES		5,000	(5,000)	0.00%
ROADS FUEL	5,827	7,416	(1,589)	78.57%
ROADS SUPPLIES	1,340	773	567	173.35%
<u>CLEAN UP WORK</u>				
CLEAN BAR CULVERTS		8,400	(8,400)	0.00%
CLEAN DITCHES		8,235	(8,235)	0.00%
CLEAN DRIVE CULVERTS		-	-	
<u>MAINTAIN GATE</u>				
GATE EXPENSE	3,343	3,989	(646)	83.81%
TELEPHONE	772	1,236	(464)	62.46%
<u>REFUSE COLLECTION AND DISPOSAL</u>				
EMPLOYEE BENEFITS		362	(362)	0.00%
EMPLOYEE PAYROLL		2,130	(2,130)	0.00%
EMPLOYER PAYROLL TAXES		213	(213)	0.00%
GARBAGE	13,770	14,420	(650)	95.49%

SIERRA PARK SERVICES INC.
BUDGET REPORT
PERIOD ENDED MAY 31, 2014

	<u>TWELVE MONTHS ENDED 05/31/14</u>	<u>2013-2014 BUDGET</u>	<u>VARIANCE</u>	<u>% OF BUDGET EXPENDED*</u>
<u>PINE NEEDLE MANAGEMENT</u>				
EMPLOYEE BENEFITS		181	(181)	0.00%
EMPLOYEE PAYROLL		1,065	(1,065)	0.00%
EMPLOYER PAYROLL TAXES		107	(107)	0.00%
NEEDLE EXPENSE	24,560	19,000	5,560	129.26%
<u>MAINTAIN COMMON AREAS</u>				
EMPLOYEE BENEFITS		91	(91)	0.00%
EMPLOYEE PAYROLL		533	(533)	0.00%
EMPLOYER PAYROLL TAXES		53	(53)	0.00%
FISHING DERBY		2,000	(2,000)	0.00%
GENERAL MAINTENANCE	10,894	-	10,894	
LODGE SUPPLIES	12	103	(91)	11.65%
MAINTAIN LAKE	3,814	5,000	(1,186)	76.28%
MAINTAIN STRUCTURE	984	3,000	(2,016)	32.80%
<u>GENERAL ADMINISTRATION</u>				
BANK CHARGES	70	300	(230)	23.33%
EMPLOYEE BENEFITS		124	(124)	0.00%
EMPLOYEE PAYROLL	<u>25,274</u>	727	24,547	3476.48%
EMPLOYER PAYROLL TAXES		73	(73)	0.00%
EQUIPMENT RENTAL	855	-	855	
FUEL		464	(464)	0.00%
INSURANCE		-	-	
OFFICE EXPENSE	1,208	1,545	(337)	78.19%
RECREATION	1,435	2,000	(565)	71.75%
UTILITIES	<u>8,305</u>	<u>721</u>	<u>7,584</u>	1151.87%
TOTAL EXPENSES BEFORE DEPRECIATION	199,077	<u>\$ 249,155</u>	<u>\$ (50,078)</u>	
DEPRECIATION	<u>30,480</u>			
TOTAL EXPENSES	<u>229,557</u>			
NET INCOME FROM OPERATIONS	<u>\$ 770</u>			

CHECKING ACCOUNT \$33,099

*****The gate will be functional beginning
September 15th so please bring your gate openers.**