

Sierra Park Water News and Updates

Phone 209-586-3098

Volume 1 Issue 2

September 2013

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

President's Message

The change of season is behind us now and fall is in the air. This past summer has been very eventful for the park. The Rim fire stole most of the show and brought our community closer together. We met neighbors that were new to the park and saw some that we hadn't seen in a while. The SPWC worked closely with Cal Fire, Homeland Security, and other government agencies to ensure the safety of the community and park.

We did receive some requests and concern that SPWC was not providing vital information to its customers regarding the fire. We appreciate everyone's concerns, but the SPWC is a water company, not a news organization. We did update the website during the event and provided information about other pertinent websites where up-to-date and accurate information could be gathered. Smoke was the biggest concern for most of us. Several neighbors did contribute some photos and they can be seen on our website www.sierraparkwater.com.

We're one-third of our way through the fiscal year for the SPWC and we still have some owners who have not sent in payment for the yearly invoice. This is a bit concerning and the water company will begin exercising its right for payment. Similar to your mortgage, cell phone, cable or satellite service and your other utilities, everyone has the obligation to pay for these services.

As winter approaches please take precautions by winterizing your property and turning off your water while the house is vacant. Leaving on a dripping hose is a waste of water. Turning off the water at your main or at the entrance to your property and the draining of the pipes is the responsible way of preventing cracked pipes. This is also the time of the year to check and complete maintenance on your water heater as well.

Until next month...enjoy the changing colors of the trees and the crisp morning temperatures. -- Kirk Knudsen



Water Services Contact Information

For any questions or information about water, please call water company president Kirk Knudsen at 408-269-8653, reach us via email through the link on our website or by mail at PO Box 293 MiWuk Village, CA 95346



Sierra Park Water Company Board of Directors Meeting Minutes for September 21, 2013

Meeting called to order: 8:32 A.M. by Kirk Knudsen

Invocation: Kirk gave the invocation.

Board Members Present: Kirk Knudsen, Bill Ordwein, Heidi Ordwein, Yvonne Peter, Michael Lechner, Wanda Lenhardt.

Others Present: Mike Van Gundy joined the meeting after it had begun.

Comments from Attendees: Mike Van Gundy asked how the SPWC could apply for an application with the CPUC before the matter between the OFSRA and the CPUC is decided. It was explained to him that the SPWC was ordered to join with the OFSRA in providing information to the CPUC.

Approval of August 10, 2013 Board Meeting Minutes: Michael Lechner made a motion to approve the minutes from the Aug 10th 2013 Board of Director's Meetings. That motion was seconded by Heidi Ordwein and then approved with a unanimous vote.

Correspondence:

Email:

- Alan and Wendy Crocket emailed with concerns about a possible erosion problem.
- The SPWC was notified that Jackie Gustin has a new address.
- The Wheelers notified the SPWC that their cabin telephone has been disconnected.
- Two emails were received regarding stock inquiries.
- Two requests were made asking to be dropped from the snail mail.
- Contact was made with Ralph and Onita Pombo as they provided a printout from Tuolumne County regarding the undeveloped status of their lot.
- An email was received regarding the payment of a water bill.

Telephone Calls:

- Peter Read and Deana Hague called regarding paying their water bill.
- A call was received from Donna Campbell in regards to whether or not her vacant lot has a water connection.

Director Reports:

President - Kirk Knudsen: The temporary operating permit through the California Department of Public Health continues to be in effect. The Certified Public Convenience and Necessity (CPCN) application was submitted on September 20, 2013 with the help of Ron Hawke, Bill Ordwein, Bob Ozbirn, Del Wallace, Tim Trujillo and Kirk Knudsen. The Rim fire status is not fully contained. The SPWC cooperated fully with the authorities in support of the fire fighting efforts and our assistance is no longer needed. The SPWC has some customers with accounts that are past due and need to be paid.

Vice President - Michael Lechner: Nothing to Report.

Treasurer - Bill Ordwein: The bank balance as of August 31, 2013 was \$154,851. The current balance is approximately \$193,000. The number of people still owing payments: 58. Bills to pay for September: approximately \$13,850. Expenditures were reviewed. Wanda Lenhardt made a motion to pay the bills. Michael Lechner seconded the motion which was then approved unanimously.

Secretary - Wanda Lenhardt: The Sierra Park Water Company has sold 165 shares of stock.

Human Resources - Heidi Ordwein: We currently have 1½ employees. The caretaker had to work some overtime to assist in preparing for the fire suppression operations which were set up in the meadow.

Water Employee Report - Heidi Ordwein: Mark Higgins, Caretaker, logs daily, weekly and monthly water testing and levels and reports them to the President.

Director of Capital Improvement - Bill Ordwein has begun to develop a capital improvement plan. The plan is focused on installing fire hydrants and the necessary water pipes to support them. The plan also involves the installation of water meters by 2025.

Old Business:

- Communications - Quarterly newsletter was sent on September 6, 2013.
- Policies - Nonpayment of water charges. September 1, 2013 - A notice for \$25 late charge has been sent out.
- Capital Improvement Plan - Begin discussion and select goals for the Sierra Park Water Company 12 year Capital Improvement Plan. This will be ongoing and could be covered in Bill's Director reports.
- Meeting Schedule - Next meeting to be held 10/12/13 8:30am
- Rules and Regs and Quick Start Guide - Documents are in progress.
- Undeveloped versus developed lots - Tuolumne County was contacted and the undeveloped lot codes were reviewed. There are two undeveloped lots which were thought to be developed. Carlson's office will be notified so their bill can be adjusted.

New Business:

- The SPWC Water System tasks and current status were discussed. Preparation for winter was discussed. Culvert project is still in progress. Weatherizing needs to be done.
- The Request for Reimbursement form was discussed. The form has already been used.
- Phones - There are two phone numbers for the Sierra Park. One is dedicated to the gate. Bill is looking into options.
- Newsletter - The newsletter format was discussed. Positive and negative comments have been received.
- Land and Water Contract for the Rim Fire:
 - Due to the CDF fire retardant operation on Park property a **Land Use Agreement** was initiated and signed on September 13, 2013 with Bryan Brown, agent.
- **Vendor Code Information Worksheet:** Was sent to facilitate the billing process. This was sent September 19, 2013 to the Emergency Facilities & Land Use office of the Stanislaus NF. 425,500 gallons of water were used.
- Heidi, Yvonne, and Bill did a great job during the Rim Fire. Their efforts were greatly appreciated by everyone on the board.

Closure - Move to Executive Session to discuss Financial and Legal Matters at 9:48.

Executive session was closed at 10:38. The results of the executive session are as follows:

- The loan to the RA will be repaid.
- All property owners may attend Board meetings.
- The Newsletters will be sent on a monthly basis.

The meeting was adjourned at 10:40.

Upcoming Sierra Park Water Co. Board Meetings October 12th, 8:30 am
November 9th, 8:30 am

SIERRA PARK WATER COMPANY, INC.
BUDGET REPORT
PERIOD ENDED AUGUST 31, 2013

	THREE MONTHS ENDED <u>08/31/13</u>	2013-2014 <u>BUDGET</u>	<u>VARIANCE</u>	<u>% OF BUDGET EXPENDED*</u>
<u>REVENUE</u>				
WATER INCOME	\$ 239,062	\$ 343,800	\$ (104,738)	69.54%
<u>ADMINISTRATION AND FEES</u>				
ACCOUNTING	4,490	16,173	(11,683)	27.76%
BANK CHARGES	7		7	
CONSULTING	1,430	12,875	(11,445)	11.11%
CREDIT CARD CHARGES	996	1,500	(504)	66.40%
EMPLOYEE BENEFITS	1,939	7,643	(5,704)	25.37%
EMPLOYEE PAYROLL	17,672	44,960	(27,288)	39.31%
EMPLOYEE PAYROLL TAXES	1,886	4,496	(2,610)	41.95%
INSURANCE	19,928	21,270	(1,342)	93.69%
LEGAL CONSULTING/PROFESSIONAL SERVICES	16,006	30,900	(14,894)	51.80%
MEMBER COMMUNICATION	521	3,499	(2,978)	14.89%
OFFICE SUPPLIES	878		878	
OUTSIDE SERVICES	1,627		1,627	
RENT	8,933		8,933	
TAXES AND LICENSE		3,708	(3,708)	0.00%
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		39,600	(39,600)	0.00%
EASEMENT LEASE FOR WATER	3,842	6,500	(2,658)	59.11%
MAINTAIN WATER SYSTEM EASEMENT FOR PIPE RESERVES	5,920	39,140	(33,220)	15.13%
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	1,335	8,240	(6,905)	16.20%
WATER UTILITIES	1,024	13,699	(12,675)	7.47%
<u>REPAIR AND REPLACE</u>				
TANK REPAIRS				
WATER LINE REPLACEMENT				
WELL REHABILITATION				
TOTAL EXPENSES BEFORE DEPRECIATION	<u>88,434</u>	<u>\$ 343,659</u>	<u>\$ (255,225)</u>	
DEPRECIATION	<u>138</u>			
TOTAL EXPENSES	<u>88,572</u>			
NET INCOME FROM OPERATIONS	<u>\$ 150,490</u>			

CHECKING ACCOUNT \$154,851