

El Creston Mutual Domestic Water Consumers Association

Board Meeting Minutes: February 6, 2014

49 Mirasol Road, Ojitos Frios Subdivision

1. **Call to order and proof of quorum:** The meeting was called to order at 7:05 PM. Quorum was established....In attendance- Joe Zebrowski, Dallas Turner, Gene Solyntjes, Rudy Nolasco, Ricardo Valenzuela, Crystal Gallegos, Jim Peters, Brigido E. Ortega, Lupita Gonzales.
2. **Proof of notice of meeting:** Flyers posted in usual places and at Charlie's and in the Optic.
3. **Approval of Agenda:** Agenda approved- Gene/Ricardo.
4. **Approval of previous meeting minutes:** Minutes were amended to read that 5c should have been December rather than Sept. Approval Gene/Crystal
5. **Treasurer's Report:**
 - 1) Balance of \$13,713.20 as of Feb. Pending deposit \$1,960.00.
 - 2) Driver was paid for 15 deliveries during January.
 - 3) The Quarterly report for the truck loan has been completed- Truck loan balance-\$8,000.
 - 4) Joe directed Crystal to provide additional information on water tank lease payments. Crystal reported that one was paid in full. She will follow up on Joe's directive.
 - 5) Jim Peters added information on the 2014 Budget, along with a seven-page report detailing information on the proposed 2014 budget and Variance,. He indicated that it was critical that the budget was set for 10 new members, but only four were realized. He also indicated that the association has only 49 members, but was budgeted for 65 members. He will provide information on shortfalls. He also explained variances and reasons for accounting overages-i.e., 150 loads vs 136 and truck maintenance. Re: Reserves Re: Operating Loan Capital- transfers to reserves make operating expenses look higher. Money is set aside for extra expenses – a "safety fund." Operating Loan Capital involves only ongoing expenses- truck payment and insurance, so there is a need for reserve. He added that everything is set up to be current on the loan issue. Discussion ensued on the possibility of having to replace the truck.
Jim will inspect the data further and make suggestions on pertinent issues.
Ricardo indicated that the Advertising Item on the 2014 budget needs to be moved.
Jim stated that the biggest issues on the 2014 budget are memberships and assessments.
Re: Rate Systems, Joe indicated for change right now. Jim said that we should adjust re: actual numbers. New budget will reflect accurate member count and project possible rise in membership for each year. Jim will make adjustments and board will vote re: suggested changes.
Motion: Approval of 2014 budget with changes discussed. Passed Gene/Ricardo
6. **Old business**
 - 1) **El Creston/City of Las Vegas Discussions. CLV made a quick tour of the area. The next plan is to set up a meeting between LVC and the Association to discuss expectations.**
 - (a) Reality- The city cannot give our association access to their water resources and neither can the association give the city access to our water resources.
 - (b) CLV will test early this summer-re: water taken from Taylor Wells.
Joe indicated that we need to maintain momentum on dialogue with the city, including what our plan B is beyond our current water plan.

7. New Business

- 1) **Open Meetings Act Resolution (2014-01)** The resolution states that the association meets monthly and that meetings are open to the public. It is necessary to update and site of meetings. Joe has issued a three-page document. Motion to approve; motion carried Crystal/Gene.
- 2) **Review of current and planned funding applications.**
 - a) Water Trust board.
 - 1) 2012- no issues
 - 2) 2013- Paperwork will be available at March meeting
 - 3) 2014- Joe is compiling documents and forms for 2014- including plant to extend to Blue Ridge...same 90/10
 - a) Motion to approve resolution authorizing board to submit completed application to **NM Finance Authority**. Passed Ricardo/Crystal
 - b) **WTB Application Resolution**- The ECMDWCA Board is committing to take care of the system about to be created. Motion carried Gene/Ricardo
 - c) **Asset Management Resolution 2014-4..**Membership discussed three planning process for managing our assets. We will catalog parts of the system and the life cycle of these items. , e. g. If the system were to fail, the budget would allow us to fix it on our own.Motion carried Gene/Ricardo
 - d) **Regional Water Planning Resolution**- The Board will participate in Water Planning for this region- Mora/San Miguel, Guadalupe Counties- re future needs in long-range water planning as a community of water stakeholders. Moved and approved Crystal/Gene.
 - e) **Legislative Capital Outlay**- The association has submitted an extension on the outlay request - \$160,000. For planning (extension to Blue Ridge, Cedar Crest). Joe said he is optimistic for a positive outcome.
 - f) **USDA Application Status**. USDA is currently reviewing the application. The amount requested will pay for additional connections and building out and will bring in revenue .Engineers are looking over reports and need copies of current membership agreements. The board indicated that there is a need for recruitment of additional members. Terms now stand at 45% grant status, 55% loan status.

3). Water System Phase Update- Feb 19, a meeting will be held at the gas station for anyone wanting to bid on the project. Souder-Miller is contracted to run the bid process. On March 15 sealed bids will be opened. The target date for the system is wet to begin Dec. 2014- Details- 1,000 ft, 10 inch well. Exploration will begin in May, and it is approximated that it will take four months maximum to establish the whole system.

4). Water Emergency Update – No new reports.

5). Water Hauling- There were fourteen deliveries for Jan, 2014. Deliveries are working out well.

6). Membership update.. Membership is stable.

8. Annual Meeting and Election Planning. The **Annual Membership Meeting** is set for March 15, 3 PM, and tentative arrangements indicate the Sheridan Fire Station as the site of the meeting.

9. Review Action Items-

(1) It was suggested that the association access and use a tape recorder to have a backup for meeting activity (2) A capacity building grant for membership recruiting was suggested. (3) There was discussion of membership on a water plan steering committee.

10. Next Meeting Date- The March meeting will be held March 6, at 7 PM at 49 Mirasol.

11. Adjournment: The meeting was adjourned at 8:40 PM...Gene/Lupita
