

**El Creston Mutual Domestic Water Consumers Association  
Board Meeting Minutes**

49 Mirasol Road, Thursday December 1, 2016, 7:00 pm

Present: Joe Zebrowski, Crystal Gallegos, Gene Solyntjes, Ricardo Valenzuela, Karyl Lyne,

Guests: Karen Pereira and Laura Durbin from RCAC; Jim Peters

1. Call to order and proof of quorum --- 7:00 pm The full board was present.
1. Proof of notice of meeting Notices were distributed as usual.
2. Approval of Agenda Crystal/Gene approved
3. Approval of previous meeting minutes 11-3-16 minutes were accepted with correction the change in item 6 that Joe, not Crystal, raised the Desertgate issue. Crystal/Gene
4. Treasurer's Report See attached.
  - a. Filings status (DFA budget, Audit Act, etc.) Draft DFA 2017 budget has been submitted on time. Water Trust Board budget has also been turned in.
  - b. 2016 Audit Jim Peters reported that Steve Archibeque got the bid for doing El Creston auditing. We will expend \$75K of our money by the end of 2016. Joe will follow up with Steve who has done two other audits for El Creston.
  - c. 2017 Budget—Final version is due to the Dept of Finance Administration Jan 31, 2017 and requires board approval. Jim has developed the budget and Joe will send it out to us so we can review it before the January meeting.
5. New business
  - a. Water System Phase I Update December 31, 2016 is the target date for completion and construction is proceeding to meet that date. Trenching is nearly finished to the tank and excavated rock is being distributed. Meters are being installed on Mirasol. As trenches have to be put in Mirasol, residents will be given a two-week notice of those crossings. Erosion control on Dorothy will happen before completion.
  - b. Review of current and planned funding applications --
    - i. Water Trust Board --
      1. 2013 We are expending these funds and meeting our threshold of 95% by Feb. 1. We have received a waiver for not meeting our threshold of 75% expended by October 1, 2016.
      2. 2017 The projects who have been approved will soon be released.
    - ii. Legislative Capital Outlay
      1. 2015 These funds are being spent this month.
      2. 2016 These funds are being spent this month.
    - iii. DWSRF Drinking Water State Revolving Fund offers additional funding possibilities.
    - iv. USDA
    - v. RIP is a possible funding source because it now has a grant component. We might seek this if we don't have enough funding to build to the northern goal on Mirasol.
  - c. Water emergency update – The City has rebuilt all six of the wells in the Taylor Well Field.
    - i. Number of households that have lost water

- ii. Status of information gathering
  - d. Water hauling We need a signed copy of driver instructions from driver, Mark Steck. Ric has been working with Mark about safety in driving and safety of the truck. A locking stainless steel cover will be installed over the tank on the truck. Deliveries occur on Tuesdays, Wednesdays and Thursdays only.
    - i. Recent compliance issues
    - ii. Review of current needs and activities There were 8 deliveries in November.
  - e. Membership drive update/number of members We have 67 members. Joe needs a directory of water hauling customers to notify them of violations. There are about 16 people who receive water from our hauling service now. We do about 150 loads per year. There will be 14 hookups and 2 standbys (will have meter and no water at \$15 per month) along Mirasol with this first phase of the system.
  - f. El Valle Discussions El Valle will do the paperwork on all of our violations for our responses on the sampling of water hauled in the truck. Ricardo will keep the violation forms in a file. Joe will meet with Ramon, Karen and Laura tomorrow to create a contract for a water operator (\$150 per month) and billing services (\$7.19 per bill) for El Creston. Additionally El Valle will take on our reporting (quarterly budgets, quarterly Water Trust Board reports, meter reading, consumer confidence reports, water system reports). This will eliminate the current El Creston expense for QuickBooks.
  - g. Upcoming board training Saturday, December 3, 2016 9 am to 4 pm NMHU Student Center 322 Gene, Crystal, Joe and Karyl plan to attend.
6. Public comment—None
  7. Review action items—Sending draft budget to RCAC and to board; updates from Ramon on construction to board; customer list to Joe from Ricardo
  8. Next meeting date – January 5, 2017 7 pm 49 Mirasol
  9. Adjourn – 8:17 pm.

Respectfully submitted,

Karyl Lyne, Secretary

- 1) **Activity Summary** - As of 12/01/16, we have \$4,056.73 in Checking and \$3,368.96 in Savings with a combined Checking and savings total of \$7,425.69.
- 2) **Deliveries**- Mark Steck will be paid for 8 deliveries for the month of Nov. 2016.
- 3) **City of Las Vegas**- \$259.88 is due on 11-4-2016 for service period of 08-11-2016 to 09/10/2016.
- 4) **October and November Truck Expenses** - No reports provided to me at the time of this report. I need receipts for October and November.
- 5) **Expenses paid**- Boost Mobile \$32.52 November, Intuit monthly payroll fee \$44.15.
- 6) **Upcoming Major Bills:**  
None
  
- 7) The re-occurring charge of \$3.00 has been reversed. This will be an ongoing task that will have to be handled every 3 months as Wells Fargo does not know where this charge is coming from.