

El Creston Mutual Domestic Water Consumers' Association
October 7, 2021 Board Meeting Minutes
49 Mira Sol Drive, Ojitos Frios Ranches Subdivision
Approved November 4, 2021

In attendance: Dennis Ditmanson, Karyl Lyne, Sebastian Medina, Matthew Miller, Gene Solyntjes, Liz Valenzuela Public: Wendy Leavens, Jim Peters

1. Meeting called to order at 7:05 pm with a quorum in attendance.
2. Notice of this meeting was emailed and posted.
3. The motion to approve the agenda (Gene, Liz) passed unanimously.
4. The motion to approve minutes from September 2 (Liz, Sebastian) passed unanimously.
5. Reports
 - a. Treasurer's report attached
 - b. Water System
 - i. Operator's Report: Liz has received El Valle billing, but no reports. Carlos has been present on preliminary walk throughs on booster station and phase He needs to be told to send water reports to Liz and Karyl at treasurer@elcreston.org and secretary@elcreston.org.
 - ii. Liz reported we continue to get invoices for the booster station-phase 2, and work on phase 3.
 - c. Funding
 - i. Capital Outlay: Nothing to report
 - ii. Water Trust Board: Nothing to report
 - d. Phase II update: Final walk through to complete punch list is on 10-11-21 at 10 am.
 - e. Phase III update: Final walk through to complete punch list is on 10-11-21 at 10 am. It was suggested that El Creston needs a drawing from Souder/Miller of valves--what needs to be opened and which ones need to be opened. Carlos would do the opening and closing of valves. **Gene volunteered** to work with Souder/Miller to get this document and get it to Carlos and to the Board for our records.
 - f. Water Hauling Report: El Creston is officially out of the water hauling business. Gene said that water hauling customer, Juan Macias, who lives on Hwy 84 depends on the water hauling for his water. Sal has retired from driving the truck and turned in the keys. There was discussion about selling the truck, a 1992 Chevy with 240K miles on it, cracks in the tank, new tires and no major breakdowns. A motion by Sebastian/Liz to offer the truck to Mr. Macias for \$2500 before we list it on Craig's List and in the Las Vegas Picker, passed unanimously. **Karyl** has the truck title.
 - g. Membership Report: Dennis reported that we have 42 paying customers with Phase 3 in place--22 are fully hooked up and 20 are stand-bys. There are 76 members in total, but 34 are not active. **Dennis** will get a transfer form to Elias Gonzales. Alicia Vigil sold the property at 39 Roadrunner to Brenda Penser. **Karyl** will send a letter and transfer form to Ms. Penser. Also, Kenneth Yarra at 5 Mira Sol wants a 2nd meter on his property for an apartment he is creating. **Dennis** is working with him on this.
6. Old Business
 - a. Electronic Payments: **Liz and Sebastian** will get El Creston set up with Square for bill payment.

- b. Billing: **Jim** reported that the billing system is up and running, but not complete. He will meet with **Liz and Dennis**. Meter readings will be entered into the system and bills printed. Jim tested it with the July billings and had only one error. He would like to produce the November, 2021 billing on the new system. Thanks to Jim for his work on this.
- 7. New Business
 - a. 2022 Draft Budget was presented by Jim. It is based on 23 hook-ups, 17 stand-bys who already have water meters, only 1 or 2 new members in 2022, a 75% collection rate on membership assessments, and no water hauling. He also put in transfers to savings. **Jim** will have the budget in final form for Board approval November 4 as it is due Dec. 1.
 - b. Gene asked for assistance from the Association for waterline installment. Dennis said all water users have to pay for the line from the water meter to their homes. It was suggested Gene get multiple quotes.
- 8. Public Comment: Jim asked if New Image is finished with its work. Wendy said yes.
- 9. Calendar Review for Upcoming Tasks: The Quarterly Financial Report (DFA) is no longer necessary because El Creston doesn't have \$50K or more in revenue. Dennis suggested the Board review the rates next year. **Dennis** will remind customers to send in meter readings for individual wells. He will send the El Creston well readings and research the quarterly WTB report.
- 10. Action Items: **Dennis** will tell Carlos to send water reports to Liz and Karyl. **Gene** will work with Souder/Miller on a drawing of shut-off valves and get that to Carlos with a copy to Karyl for El Creston records. **Dennis** will get a transfer form to Elias Gonzales and will work with Ken Yarra on additional meter. **Karyl** will send informational letter and transfer form to Brenda Penser. **Liz and Sebastian** will get Square running. **Jim, Dennis and Liz** will work on billing system. **Jim** will finalize 2022 budget.
- 11. The next meeting will be November 4th at 7 pm on zoom.
- 12. Meeting adjourned at 8:19 p.m.

Respectfully submitted by Karyl Lyne, Secretary