

**El Creston Mutual Domestic Water Consumers' Association**

Thursday, January 4, 2024, 7:00 pm

Board meeting

Via Video Conference

<https://zoom.us/j/93603021957>

1. Call to order and proof of quorum – 7:04 PM. Board members: Conrad, Matt, Doug, Liz, Gene. Guest – Jim Peters
2. Proof of notice of this meeting – Email, bulletin board. Will add to Optic's community calendar for Feb.
3. Approval of Agenda – Liz/Gene
4. Approval of meeting minutes from December 7, 2023. – Liz/Gene
5. Reports
  - a. Treasurer's report – (File saved with minutes in One Drive folder) Doug/Gene
    - i. Liz will send out loan balance information prior to February meeting. Discussed possibility of paying off loans early but at 0% interest there is no advantage.
    - ii. Also discussed moving some savings (reserve funds) to higher yield (investment) accounts. Will need to do some more research before a decision could be made.
  - b. Funding
    - i. Capital Outlay Award – \$55K still available in a grant from 2022. May need to check with Souder Miller to understand requirements.
    - ii. Water Trust Board – No updates.
  - c. Membership Report –
    - i. Keith Lewis Coyote Rd property sold. Waiting on contact information for new owners.
    - ii. Gregorio Ortega (La Manga resident) passed away.
6. Old Business
  - a. Asset management plan progress – Documents were re-sent to Conrad & Doug for signature so they can be sent to Souder Miller. Originally signed documents were never received.
  - b. Ken King plaque – No update since last month.
  - c. Fire hydrant repair – Bid is less than \$5000 so no competitive bid required. Waiting for contactor (Jeffery's Plumbing) to schedule. The system will need to be shut down so membership will need to be notified. Best option would be to send notice with monthly bills (10<sup>th</sup> or 11<sup>th</sup>). Gene will reach back out and if not

scheduled before bills sent out will schedule for March. May be able to get reimbursement from outstanding capital grant funds.

- d. Zero usage meter readings. – Two property owners have not shown any usage. Liz contacted Carlos who indicated that the meters appear to be working. Betty Thompson is not currently using El Creston water. Camille Hewett’s meter appears to be faulty. Carlos will order a new meter and charge for the replacement cost.
- e. Well meter submission to state – No readings from main well have been submitted to state engineer for some time. Liz will check with Carlos but is likely not within his responsibility. Conrad will contact the State Engineer’s office to get more information.
- f. Board Members’ lack of attendance. Potential change to by-laws to reduce the number of board members. Would need to present to membership at annual meeting in March. Will add to letter as an agenda item for annual meeting.

#### 7. New Business

- a. 2024 Budget – Jim Peters. Budget and explanation details in files saved with minutes in One Drive – Liz moved to approve Budget resolution 2024-01. Gene seconded. Approved
- b. Resolutions regarding reserve funds.
  - i. Gene moved to accept Loan Reserve resolution 2024-02. Doug Seconded. Approved
  - ii. Gene moved to accept Capital Reserve resolution 2024-03. Liz Seconded. Approved
  - iii. Gene moved to accept Maintenance Reserve resolution 2024-04. Doug Seconded. Approved

#### 8. Public comment - None

9. Calendar Review for upcoming tasks – No state audit this year due to tier 2 status. Will need to schedule annual meeting next month. Gross receipts, water conservation payments and easement lease will be due in January.

10. Next meeting date: Thursday, February 1, 2024

11. Adjourn – 8:49 PM Gene/Doug