

**CROOKED RIVER RANCH WATER COMPANY
QUARTERLY MEETING OF THE BORAD OF DIRECTORS
August 14th, 2019 – CRRWC Boardroom
MINUTES**

- I. The meeting was called to order at 3:00 PM by President Nathan Russell in the Crooked River Ranch Board Room. Roll was called, and those present were President Nathan Russell, Board member Archie McCawley, Board member Dennis Kirk, Vice President Jim Hussey, Secretary/Treasurer Sherry Loster, and General Manager Frank Day. One member of the community was present at the meeting.
- II. **APPROVAL OF MINUTES:** President Nathan Russell then called for a motion to be made to approve the Minutes from the May 8th, 2019 Board Meeting. **Dennis Kirk made the motion to approve the Minutes from the May 8th, 2019 Board Meeting, and Archie McCawley seconded. Vote was taken. Motion Carried.**
- III. **TREASURER'S REPORT:** Sherry Loster then presented the Financial Report for January through July 2019 as follows:

Revenue

Water Sales:	\$491,514
Misc. Service Revenue:	\$8,867
Cross Connection:	\$16,938
Cell Tower Rent:	\$45,731
Total Revenue:	\$563,050

Expenses Total:	\$458,632
Deposits to Savings Accounts:	\$128,710
Net Income:	\$104,417

Year to Date

Contingency Fund Balance:	\$398,936
Loan Payment Reserve Balance:	\$242,981

Nathan Russell then asked for a motion to be made to accept the financial report as presented. **Archie McCawley made the motion to accept the financial report as presented, and Jim Hussy seconded. Vote was taken and motion carried.**

IV. **OLD BUSINESS**

A. HOA Memorandum of Understanding Update

General Manager Frank Day reported that the Water Company and the HOA are still

working on an agreement.

V. NEW BUSINESS

A. Public Meeting

Frank noted that the Water Company will potentially host a public meeting regarding the HOA revenue-sharing dispute.

B. Water Rights

Frank Day reported that The Water Company's water rights do not include the Fire Station, or the McPherson property located behind the Fire Station. The Water Company will be working with Parametrix to help make those changes to our water rights. Frank noted that there is a cost with making an amendment to the Water Company's water rights, the cost is \$2,500. The Water Company would go from a Quarter-Section based water right to a Boundary-based water right.

C. Water Management & Conservation Plan Update (WMCP)

Along with amending and updating our Water rights, Parametrix will also help the Water Company update their 5-year Water Management & Conservation Plan, which is due in May 2020. The cost is 7,000. The combined total for Water Management & Conservation Plan Update and the Water rights amendment is \$9,500. Frank said that Parametrix can get started on the preparations in September as soon as it is approved by the Board.

President Nathan Russell then called for a motion to be made to approve the of \$9,500.

Dennis Kirk made the motion to approve the \$9,500 for the amendment to our Water Rights and the updating of the WMCP. Sherry Loster seconded. Vote was taken and motion carried.

D. Reviewing Contract with Avion

Frank said that since the begging of May this year the Water Company has taken over a large portion of the locates that Avion would normally do for us. Most locates that the Water Company receives are past the meter box and on the customers property. In this case, the Water Company will just mark where the meter box is located. The Water Company is only up to the meter and does not do locates on customer property and neither does Avion. Frank said that he would be working with Avion to re-evaluate the contract, and that currently the Water Company pays Avion \$2,000 for our retainer contract with them.

E. Special Board Meeting in October 2019

There will be a special Board Meeting on October 30th at 3:00 PM to swear in the new Board Member and elect Board Officers.

VI. GENERAL MANAGER OPERATIONAL UPDATE

A. Backflow Update

General Manger Frank Day Reported that 95% of properties on the Water System have

backflow protection. The Backflow program that started 8 years ago will be completed by the end of 2020.

B. AMR Meter Installation

Frank reported that a total of 369 automatic meters have been installed over the past year, saving the Water Company \$3,879 on meter reading costs. The automatic meters can also detect when there is a High Leak at the homeowner's property. A High Leak is detected when the current meter reading is higher than that of the previous meter reading for more than 96 hours. There have been 43 High Leaks have been detected over the past year and have been corrected by the homeowner.

C. Remote Pressure Monitoring

This past June, a remote pressure monitoring system was installed on the Water System. The system will help the Water Company monitor water flow through the system and help to detect leaks in the mainline. Frank reported that it is working correctly.

D. Friday Rainstorm

After the big rainstorm on Friday August 10, 2019 came a day worth of clean up for the Water Company. The Water Company Field Technicians spent a day cleaning ditches, meter boxes, and vaults on the Water System. Frank noted that if you see any green bags of packing peanuts out of meter boxes, to please call the Office so we can put them back in the meter boxes.

VII. MEMBER COMMENT PERIOD

None.

VIII. ADJOURNMENT

There being no further business, the meeting was adjourned by President Nathan Russell at 3:07 PM on Wednesday, August 14, 2019.

Respectfully Submitted by
Julia Turek
Customer Service Specialist