

## **OTEMWC Board of Directors Meeting Minutes January 20, 2021**

The meeting was held virtually on Zoom to comply with Covid safety recommendations. George Silva called the meeting to order at 4:00PM. Board members participating: Hank Cook, Nancy Eckhous, Dennis Jorgensen, Mike Rhodes and George Silva. David Mexico, the OTEMWC Watermaster, also participated.

### **Meeting Minutes**

Minutes for the November 18, 2020 meeting were reviewed, a correction made and then approved.

### **Treasurer's Report**

Nancy Eckhous provided a statement of income and expenditures for year-end 2020.

First Bank checking:	134,074.37	Budget Allocation:	Operating Fund	20,000.00
First Bank CD's	<u>130,553.50</u>		Reserve Fund	<u>244,627.87</u>
Total Bank Balances:	\$264,627.87		Total:	\$264,627.87

The checking account is maintained at a high balance in anticipation of expense for new shareholder water meters. Nancy noted that our total cash collected is somewhat lower than budgeted for the year (\$6,188 unfavorable against budget). In addition, our expense was higher than budgeted by a similar amount resulting in an unfavorable income over budget of \$13,617 for the year. Water usage for Nov-Dec 2020 is significantly higher than the prior year which may compensate somewhat for the unfavorable 'income over budget' for 2020 when this income is collected. Electricity, always our highest single expense, ran slightly over budget for 2020 yet fairly steady year-over-year at \$54,270. From an overall fiscal perspective our ending balance is strongly favorable having a nearly \$190,000 balance above our Reserve Study projection. Nancy reminded the board that our 2021 Water Rates are increased 4% pursuant to plan and a note should be sent to shareholder's in our forthcoming newsletter. A/R Aging report highlighted two accounts of concern: the owner of Lot 26 has been contacted which will likely resolve the debt, resolution of Lot 55 debt is still underway. Nancy then reviewed the 2021 budget. After brief discussion, Mike moved to approve the budget, it was seconded and approved unanimously.

### **Watermaster's Report**

Dave alerted the board that PG&E is changing the peak cost-of-power time from 4PM to 9PM weekdays to every day beginning March 1<sup>st</sup>. He will adjust our pumps to avoid these times. He also reported that all bacteria tests have passed since our last meeting 19Nov2020 through 19Jan2021. The meter for the Abramson lot will be updated. A summary of maintenance activity is listed here:

- (11/20/20) Installed 10 ultrasonic meters adding a mortar mix to the box base to block gopher damage
- (11/23) Nitrate samples taken for Wells 2 & 5
- (12/11) Escrow meter reading taken for Lot 49
- (12/12) Communications reset done for Wells 5 & 6
- (12/13) Turned off Shepard service leak
- (1/3/21) A 3" long leak in 4" main on Box Canyon repaired
- (1/8-1/12) Installed 10 cellular antennae for ultrasonic meters. Dave awaits training to launch full service

### **New Business**

It was decided to monitor our new electric utility service and make an informed decision to retain or revert to our prior service after several months. George proposed that a newsletter be prepared for distribution. It would include the 2021 Budget, alert shareholder's of the 2021 rate change and other items of interest. In addition, Nancy was asked to arrange our Annual Financial Review and contact our vendor for updating the the Reserve Plan that is now due. Mike is to reconcile our mail list with the recent HOA list and share with the accountants.

### **Adjournment**

There being no further business to come before the board, the meeting adjourned at 4:50PM

Respectfully submitted,

Mike Rhodes, Secretary