

# Ames Lake Water Association

Board of Directors Meeting July 8, 2014

7:00 P.M

## Meeting Minutes

### 1. Call to Order

**David Hoffmann** called to order the regular meeting of the Board of Directors of **Ames Lake Water Association** at **7:05 PM** on **July 8, 2014** in the Association's business office.

### 2. Roll Call

The following Board members were present: David Hoffmann, Jack Praino, Mark Freeman and Michael Bicak. Also present were: Kristina Myers, ALWA office manager, Bob Pancoast, ALWA operations manager and Richard Jonson, Counsel.

### 3. Consent Agenda

The Board reviewed contents of the Consent Agenda, containing:

- Minutes of the June Board meeting,
- Membership Transfers,
- Water Loss adjustments and,
- Aging Accounts.

Jack moved to approve all items on the Consent Agenda. Mark seconded. All approved.

### 4. System Manager Report

- Bob reviewed a possible main extension opportunity in relation to a proposed development of a 25 acre parcel in the vicinity of Daniels Ranch.
- June water usage was 10%~15% above normal levels for this time of year. Unaccounted water use was an acceptable 3.7%.
- Bob received his Water Operator Certification. Congratulations, Bob!
- The American Hills well facility has been refurbished and is back on-line.
- The valve exerciser has been applied to over 385 valves and hydrants in the water system.
- A meeting with the architect (Barking Dog Design) and engineer (Gray and Osborne) to discuss next steps towards construction of the Vista building, is planned before the end of July. The architect's references checked out.
- Conversion of system maps to GIS format is complete and new map books have been created and a sample was presented for review.
- Next projects:
  - Unused well buildings will be cleaned up or demolished.
  - The exterior of the Carnation and Tolt tanks will be cleaned.
- Positive customer comment received for after hours call out; thanks to Scott Hemingway.

### 5. New Business

- The annual President's Letter was discussed and minor changes made to its content.
- The Board reviewed a proposed Scope of Work for summary overview of ALWA's schedule of monthly rates by Peninsula Financial Consulting.

**Motion:** Jack moved to approve Peninsula Financial Consulting's June 16, 2014 Scope of

Work and Cost Estimate, including a written final report, not to exceed \$2,900. Michael seconded. All approved.

6. Business Manager Report

- Auditors will begin review of ALWA books starting Thursday July 10. Fixed asset schedules have been completed.
- Investigating possible replacements to Retail Lockbox.
- Budget format revisions discussed.
- Quickbook training for Liz discussed.
- Search for person to work on website improvements.

7. Checklist & EFT Approval

Jack moved to approve the checklist and EFT transfers. Mark seconded. All approved.

8. Next Regular Meeting

The next regular meeting will be **August 12, 2014, 7:00 PM** at the Association's business office.

9. Adjournment

**David Hoffmann** adjourned the meeting **8:37 PM**.

Minutes prepared by Mark Freeman, secretary