

Tres Pinos Water District

Meeting Minutes

MTG. DATE & TIME

Tuesday October 15, 2024 @ 6:30 p.m.

LOCATION

District Office 6850 Airline Hwy

PUBLIC COMMENTS DURING PUBLIC COMMENT PERIODS AND PUBLIC HEARINGS

During Public Comment, anyone may speak for a maximum of three minutes. For items on the agenda, members of the public have the opportunity to speak for a maximum of three minutes during the public hearing on that item.

• CALL TO ORDER

Director Schmidt called the meeting to order at 6:30 pm.

• ROLL CALL

Director Rule, Director Watson, Director Schmidt, Director Maroney were all present. Director Kelly, was absent.

GUEST

Greg Alvarado

• PLEDGE OF ALLEGIANCE

Director Schmidt led the flag salute

• PUBLIC COMMENT

No Public Comment

• ACKNOWLEDGEMENT OF AGENDA POSTING

Office Manager acknowledged posting the agenda per the Ralph M. Brown Act requirements, on Thursday October 10, 2024.

• APPROVE AGENDA

Director Maroney motioned to approve the agenda as presented Director Watson Seconded. Motion Carried 4-0

MINUTES

Meeting Minutes of September 17, 2024.

- A motion made by Director Rule to approve the Meeting Minutes of the September 17, 2024 meeting as presented. Director Watson seconded the motion. Motion Carried 3-0.

Special Meeting Minutes of September 25, 2024.

- A motion made by Director Maroney to approve the Special Meeting Minutes of September 25, 2024 as presented. Director Watson Seconded the motion carried 3-0.

1. REPORTS

FINANCE REPORT

Financials

- The accountant was unable to attend meeting. The accountant did provide written financials and they were presented to the board. The financials clearly demonstrate a 10,000 deficit on a monthly basis. The district does not generate enough income to cover expenses. Director Maroney indicated that late fees and reconnection fees should be posted to admin rather than water. The 218-form presented needs to be revisited with additional information

Bills for approval

- The Board was presented with a total of \$63,532.80 in bills for approval. Given that there is a total of \$13,134.33 in the regular checking and A/R still coming in, a total of \$50,398.47 of bills were approved, by a motion made by Director Maroney and seconded by Director Watson. Motion carried 4-0. (Approved bills \$5,147.61, Brucewell Engineering, \$5,044.38 Infinity Staffing, \$3,000 to Green Line Hydro jetting.

Checks for ratification

- Director Maroney motioned to ratify checks written for payment prior to the meeting in the amount of \$15,984.24 for September 2024, seconded by Director Watson Motion carried 4-0.

2. DISTRICT OFFICE REPORT

Reminder Notices/Delinquent Accounts/Shut off notices

- Office Manager reported five (10) late notices had been sent out No shut-offs in October. The well depth measurement is at 31' for October 2024.

3. BOARD MEMBER'S REPORT

Water System Planning/Consolidation Status Report.

- Meeting notes were distributed. The main concern with Tres Pinos is that originally the project had intended to create a loop at Bolado Road. The Operator does not believe there is an existing 6-inch pipe at Bolado. The State would like verification of the piping size of Bolado Road, South Side Road and Quien Sabe Road. A 6 inch is need to provide sufficient water for fire protection.

4. GENERAL MANAGER (QUARTERLY REPORT FROM BRACEWELL)

- Office Manager reported that at the September 25,2024 Special meeting, she was appointed as the temporary acting General Manager until a more permanent solution can be found. She is facing challenges securing vendors. Office Manger provided a list of maintenance completed and pending for the month of October.

5. OLD BUSINESS

8515 Southside Road Repairs- FEMA Funding update

- The Office Manager reported that a request for reimbursement in the amount of \$14,020.99 has been submitted to the State. After submittal of additional requested documents, the invoice/request is still in review. These funds are geared towards the completion of repairs at 8515 Southside Road. The completion of repairs to 8515 South Side Road will not be completed by the October 2024 deadline. A request for an extension will need to be submitted.

Lead Copper Rule Status Update

- The report is 100% complete. The report was submitted to the State electronically. The State responded with minor corrections to the report.
 1. Only use the state approved verve age i.e. Visual identification or N/A.
 2. One customer had lead pipes. We (the district needs to notify customer in writing)

Unauthorized Connections

- The Office Manager reported that the customer with the unauthorized connection is scheduled to be shut off October 31st 2024 unless homeowner abides by Completing the requested modifications to the unauthorized addition. District Counsel advices to the contrary of the State Office of (HCD) Housing and Community Development. State Water Boards Moratorium overrides the HCD order for ADU units.

6. NEW BUSINESS

RCAC Request for Assistance with Income Survey

- The district's request for assistance with an income survey was approved. A kick off meeting with RCAC, State Mark Lemus and office manager was held October 15,2024 at 1:30 p.m. The Survey will take approximately six months to complete.


Proposed 218 & Process

- Sample of 218 format is attached to board packet. Input is requested i.e. dates times. Office manager suggests including the form in customer's statements. Director Schmidt pointed out that the districts monthly deficit in total is over \$10,000. The proposed to 218 forms do not reflect the correct amount. The Office Manager was directed to make changes to reflect the actual deficit and bring back to the board for review.

7. ADJOURNMENT

Adjourn to next Regular Meeting on Tuesday November 19, 2024 at 6:30 Director Maroney motioned to adjourn: Director Rule seconded at 7:45 P.M. Motion carried 4-0.


Maria Fehl, Recording Secretary


Ed Schmidt, President