

BLUE LAKE SPRINGS MUTUAL WATER COMPANY

Minutes of the 3rd Interim Meeting • Arnold, California

Thursday, November 16, 2023 2:00pm

Via Zoom and at 1011 Blagen Road Board Room

00:00:00

CALL TO ORDER:

The meeting was called to order at 2:06pm via Zoom and in person. Directors' present were: Bruce Utter, Jon Dashner, Jeff Jones, Sharon Tobias and Bill Cover. Absent were Directors: Andy Rich and Dan Crosby. Also, in attendance were General Manager Tyler Mayo, Office Administrator Kathy Powell, Standing Committee's member Craig Lutz, and Legal Counsel Andrew Ramos.

00:00:49

ROLE CALL:

A quorum was established.

00:01:38

PUBLIC COMMENT:

There was no public comment.

00:02:00

MOTION

APPROVAL OF CONSENT CALENDAR:

A **MOTION** was made by Director Utter and seconded by Director Dashner to approve the Consent Calendar. The **MOTION** was approved by all present via roll call.

00:03:05

COMMITTEE REPORTS:

President's Report:

President Tobias reports on Executive Session held on October 24, 2023. The Board accepted the resignation from one employee, approved performance bonus, promoted another employee and did not approve the consulting contract presented.

00:03:45

General Managers Report:

GM Mayo reports on a part of the project to start the week of November 27 pending weather, State inspection on October 19 resulted in no violations, an old vault on Barbara was filled in, a main leak on Del Rio repaired, the Treatment Plant pavement was resurfaced, and the storage container for the mini excavator was purchased and set in place.

00:10:17

MOTION

Investment Committee:

Committee Lead Bill Cover presents the Edward Jones CD options for our Capital Asset funds. On a **MOTION** from Director Cover seconded by Director Dashner the CD proposal presented was approved by all present via roll call.

00:13:51

MOTION

Finance & Rates Committee:

Committee Lead Craig Lutz presents the 2024 proposed budget with both a base rate increase of \$3 per billing for improved lots and an increase of 15 cents to the metered water charge over the allotment. The USDA loan repayment will remain the same. Director Dashner made a **MOTION** to adopt Resolution 23-11-16 for the increases proposed which was seconded by Director Jones and approved by all present via roll call. The 2024 yearly base rate for all improved lots will increase by \$18 and the metered water charge will be \$1.90 for every 100 cubic feet over the allotment. The 2024 proposed budget was conditionally approved pending personnel expense adjustments on a **MOTION** from Director Cover seconded by Director Utter and approved by all present via roll call.

00:29:10

MOTION

NEW BUSINESS:

Ebbetts Pass Accounting & Atherton Yearend Review Quotes:

Office Administrator Kathy Powell presents the quotes from Atherton to perform the 2023 yearend review and Ebbetts Pass Accounting to do the yearend journal entries, depreciation schedule and to prepare the company taxes. Director Jones made a **MOTION** to approve the quotes, seconded by Director Dashner and approved by all present via roll call.

00:32:14

Report on Monthly Billing/Invoices/Receivables:

Office Administrator Kathy Powell reports on billing, receivables, and aged accounts.

00:34:37

Reportable Items:

GM Mayo reports on old items. An additional item was added.

00:36:14

MOTION

EXECUTIVE SESSION:

Director Dashner made a **MOTION** to move into Executive Session, seconded by Director Jones. 2024 personnel salaries presented were approved.

00:00:00

ADJOURNMENT:

As there was no other business to come before the Board, the meeting was adjourned at 3:40pm.

Respectfully submitted by OA Kathy Powell, in conjunction with the digital recording of the meeting

APPROVED: January 11, 2024

NEXT REGULARLY SCHEDULED MEETING: January 9, 2024 @2pm