# Timber Cove County Water District

## Board Meeting Minutes- June 3, 2023 – May meeting

1. **Call to Order:** 10:05 am

**Board**- John Gray, Spencer Lipp (via Zoom), Kris Kilgore, and Jay Kvapil

*Note: Director John Rea called in via Zoom several times and was disconnected*

**Guests**- Jeff Hughes, Joe Ball, Melany Collett, Nelly Hughes, Yvonne Gray and Bob Leichtner

2. **Approval of Agenda:** John deferred the April minutes and reversed agenda items 7.5 to go before 7.4

**John Gray moved to approve the agenda, Kris Kilgore seconds- passed unanimously**

3. **Approval of Minutes:** from the April 2023, meeting – **Deferred to June 24, 2023, meeting**

4. **President's report-** John stated the reserve study is completed and the proposal for Coastland is on the agenda. John stated rate studies are required under prop 218 and that is on the agenda as well. John mentioned he and Jeff along with Spencer attended an online funding fair. John said he learned the most by attending an in-person funding fair at the USDA headquarters Davis on May 25th.

5. **Operators report:** Jeff reviewed the state of the Districts water department for a full copy of this report please visit our website at https://www.timbercovecountywaterdistrict.org/meetings--minutes.html

6. **Treasurer's Report-** Jeff Hughes read the treasurer report. A full copy of the report can be found on our website at https://www.timbercovecountywaterdistrict.org/meetings--minutes.html

7. **New Business**

7.1 **Appointment of Treasurer position**- The board of directors appointed Jeff Hughes as the district's new treasurer

7.2 **Present and Review Budget for 2023/2024-** Jeff presented the budget for 2023/2024 with an emphasis on the District not meeting our projected water sales. Jeff presented the budget with two proposals, one at $.07 a gallon and one at $.09 a gallon.

7.3 **Terms & Conditions Contract Coastland-**Discussion had with directors reviewing the contract.

**Spencer Lipp moves to approve the Coastland terms & condition contract contingent on an accepted mutually agreed upon schedule of activity entered into the agreement- John Gray seconds-motion passed unanimously**

7.4 **Completed Reserve Study**-John reviewed the reserve study at it showed the District is underfunded by $3,000,000.00 dollars (three million dollars) plus a need to have a significant increase in monthly contributions.

7.5 **Rate Study Bids-** John stated to change the amount of base rate the District would need to have a firm certified by the State under proposition 218 to do the study. John stated it takes about 45-60 days to get the study done. Once presented to the general public there's another 45days for them to comment on it. John stated if we start the process now it would be at least 4-5 months before a public hearing could be scheduled.

**John Gray moved to have SUSP (Specialize Utilize Service Program) to provide a bid for a rate study Kris Kilgore -seconds motion passed unanimously**

7.6 **Do's and Don'ts of good board members-Presentation form RCA guide**-deferred to next meeting due to time constraints

7.7 **Scheduling Brown Act & Ethics training for board of Directors in Public session**-deferred to next meeting due to time constraints

7.8 **Results of funding seminar**-John, Melany and Jeff went to the USDA headquarters in Davis for a funding fair. John reviewed the various representatives we met with. John stated he would be following up with the contacts made there specifically CalOes who invited us to apply for a grant for planning & hazard mitigation.

7.9 **ad hoc committee for funding-**

**John Gray motion to create an Ad hoc committee with Jeff Hughes and Melany Collett, managers with John Gray as the oversight, to proceed with getting information and applying for the planning and hazard mitigation Grant with CalOes, Spencer Lipp seconds- Discussion ensued – Kris Kilgore nay, motion passed**

7.10 **Results of Asbestos Testing-** The district ordered Asbestos testing via a State certified lab in the DS1 area, and the results are none detected attached. Jeff stated the tests were done from hydrants in that area. Jeff stated that the District cannot test from the other side of the meter as we loss control of that water. Jeff recommends testing directly from the meter rather than in the home. Jay asked how that would be done and Jeff replied that he would unscrew the

meter and take it right from the curb stop. Jeff stressed that once water passes through our meter it's no longer our water.

8. **Old Business**

8.1 **Water Rates Resolution 2021-001 –** John Gray and Directors discussed this resolution and purpose of item no. 4 – copy attached and the State of the Districts finances.

8.2 **Water rates-** Discussion by directors the impact on the District's finances by initially lowering the rate in 2021 by 22%

**Jay Kvapil motioned to evoke item no. 4 of the resolution 2021-001 returning the water rate to $.09 a gallon with a stipulation that the water rate will be revisited after the rate study is done- John Gray seconds-discussion ensued Kris Kilgore nay-motion passed**

8.3 **Lyons Court permit update-** John Gray stated the items we are waiting on is the dollar figure for the permit from the County and if the board of supervisors will be waiving the coast and funding of the project.

9. **Public Comment:** None

10. **Approval of the bills: John Gray motioned to approve bills -Spencer Lipp second- motion passed unanimously**

11. **Setting the Agenda, Time & Place for June 24, 2023 – John Gray moved to set the Agenda for June 24, 2023 -Spencer Lipp second motion passed unanimously**

12. **Adjournment: John Gray moved to adjourn the meeting – Kris Kilgore second motion passed unanimously**

Attest: _____ Date 6/24/23

The secretary of TCCWD does hereby certify that the above minutes were approved by the board on the above date