



## *BOARD OF DIRECTORS*

### MEETING MINUTES – REGULAR MEETING

Date: September 15, 2009 Time: 7:00 P.M.

Location: CedarPines Park Community Center

#### **CALL TO ORDER:**

President Dahlstrom called the meeting to order at 7:05 P.M.

**PRESENT:** President Perry Dahlstrom, Vice President Ronald Albright,  
Treasurer Howard McLeod

**ABSENT:** Secretary Wilfred Steiner

**CONSULTANTS:** General Manager Sonny Gowan,  
Administrative Consultant-Rhiannon Gowan

**STAFF:** Laurel Smith, Jani Haynes

**AUDIENCE MEMBERS:** Cheryl Turpin, Fred Turpin, Maureen Mann, Patrick Marley,  
Randall Phipps, Bruce Ball

#### **JULY 25, 2009, REGULAR BOARD OF DIRECTORS MEETING**

REVIEW OF THE JULY 25, 2009, REGULAR BOARD OF DIRECTORS MEETING WAS CONDUCTED.

- Remove Fred Turpin from Audience Members
- Correct the second paragraph to read shareholder quorum

**ACTION:** Director McLeod made a motion to approve the July 25, 2009 Regular Board Meeting Minutes as corrected. Director Albright seconded the motion, which was approved.

## PUBLIC COMMENT

Mr. Randall Phipps, community member, addressed the Board on various topics.

Mrs. Cheryl Turpin, shareholder, commented that the Board meeting notice was not posted on the bulletin board at the Post Office, indications were that it had been taken down again.

Mrs. Turpin requested that she have the opportunity to discuss old business item number 3. Director Dahlstrom informed Mrs. Turpin that she could speak on old business item number 3 when that item was reached on the agenda.

Ms. Maureen Mann, shareholder, questioned if any information is available in regards to interviews or appointments of a new Director for the Board of Directors. Director Albright responded that 3 applications had been received for the Director position. Director Dahlstrom followed up by stating that applicants would be requested to be present for interviews at the Saturday meeting. Each candidate would then present a statement at the informational rate raise meeting as to why they felt they should be considered for the Director position.

Ms. Mann provided an informational statement that Mr. Fred Hanson of Webb and Associates, recently had a stroke.

Mr. Patrick Marley, community member, provided his opinion of the Canyon Vista Project, and what he felt should be done to mitigate the project.

Mr. Marley continued to provide his opinion as to how he felt a rate increase for the utility should be established.

Ms. Mann commented that she supports a rate increase, however she feels that the increase should be shared by all shareholders and not just water users. Ms. Mann stated that all shareholders would benefit from additional revenues and any capital improvement projects completed.

Mr. Marley thanked everyone for the hard work that is being done.

## FINANCIAL REPORTS

Administrative Consultant, Rhiannon Gowan, informed the Board that there were questions on the July financials that currently had not been answered. Mrs. Gowan explained that she was waiting on a response from the company's CPA. Mrs. Gowan also indicated that financial reports would not be released until the previous questions could be clarified.

### **FINANCIAL REVIEW**

THE AUGUST 2009 CHECK REGISTER, AGED TRIAL BALANCE, AND THE JULY-AUGUST BILLING JOURNAL WAS PRESENTED FOR REVIEW:

A discussion was had in regards to the check register, the rate code description sheet included at the request of the Board, 98 and 99 accounts, and inaccessible meter charges (IAM).

Mrs. Gowan informed the Board that by reorganizing our customer billing procedures, we may qualify for a reduced postage rate.

## REPORTS

### **OPERATIONS**

#### **Production Reports for August 2009**

General Manager, Sonny Gowan provided the following totals for August 2009:

TOTAL MONTHLY SYSTEM PRODUCTION:	1,872,790 gallons or 42 gallons per minute.
TOTAL PURCHASED WATER TO THE SYSTEM:	1,568,800 gallons
TOTAL WATER TO THE SYSTEM IN AUGUST 2009:	3,441,590 gallons or 77.1 gallons per minute.
 TOTAL SYSTEM STORAGE AS OF AUGUST 31, 2009:	 78.07 %

Director Dahlstrom stated that over the past 5 years, the unaccounted for water was at approximately 9%, not including water used for system flushing.

## **OLD BUSINESS**

(Tabled until new information is available)

- 1. CLAWA CONNECTION STATUS**
- 2. WATER STORAGE TANK MAINTENANCE-STATUS & INSPECTION PROPOSALS**
- 3. CANYON VISTA**

Director Dahlstrom stated that a lien had been filed on the Canyon Vista Project. Shareholder Cheryl Turpin questioned the location of the Fire Hydrant located on Canyon Vista. Mrs. Turpin indicated that she had concerns with the survey conducted on Canyon Vista and that she represented an adjacent property owner.

A discussion followed in regards to the survey conducted for the Canyon Vista project. Director Dahlstrom indicated that he would e-mail a copy of the survey to the office, to be printed out for Mrs. Turpin.

- 4. SAWPIT STORAGE TANK SITE-STATUS UPDATE**
- 5. BENNETT EASEMENT**
- 6. COMMUNITY PARK WATER SERVICE**
- 7. CHURCH STREET PROPERTY**
- 8. BOARD OF DIRECTORS WATER SHARES**

## **NEW BUSINESS**

- 1. OFFICE AND FIELD REORGANIZATION UPDATE**

General Manager Sonny Gowan informed the Board that a part time position and a temporary position had been filled at the office location.

### **DIRECTOR INTERVIEWS:**

Director Dahlstrom requested that interviews for the Directors position be scheduled for Saturday September 19, 2009, prior to the rate raise informational meeting.

## ADJOURNMENT

Director McLeod made a motion to adjourn the meeting. Director Albright seconded the motion, which was approved. The meeting was adjourned at 8:58 P.M.

## MEETING SCHEDULE

The next regular scheduled Meeting of the Board of Directors of Cedarpines Park Mutual Water Company is October 20, 2009 at 7:00 p.m. at the Cedarpines Park Community Center in Cedarpines Park, CA.

Approved As Is: \_\_\_\_\_ Date: \_\_\_\_\_

**Perry Dahlstrom, President**

Approved As Corrected: \_\_\_\_\_ Date: \_\_\_\_\_

**Perry Dahlstrom, President**

Reviewed By: \_\_\_\_\_ Date: \_\_\_\_\_

**Wilfred Steiner, Secretary**