



CANYON PARK WATER SUPPLY CORP

DIRECTORS MEETING

**THURSDAY, NOVEMBER 17, 2022
CANYON PARK CLUBHOUSE**

Minutes

6:00 PM

- A. Call to Order at 6:00 PM
- B. Reading of Minutes from preceding meeting. Motion to accept by Robert, 2nd by Jim, unanimous approval

I. FINANCIAL MATTERS

- A. Reading of Financial Reports - Motion to accept by Jim, 2nd by Robert, unanimous approval

II. ITEMS OF BUSINESS

- A. Customer Service Inspection Certificates – Will need to get one done for each membership/customer. Question brought up as to what date. Jim will get an answer tomorrow then we'll implement. There is a \$75.00 transfer fee but is included in the \$450.00 startup fee.
- B. Update on Water Tariff submission. TRWA legal department will come out to do final review in person. We need a very clean PDF copy to upload online to the website once done and approved.
- C. Discussion regarding a better contract for Donnie. The contract needs to be renewed every two years. Will discuss this further next meeting. Also the possibility of an alternate contractor should Donnie not want to continue. A checklist for parts used will

be created so an accurate accounting of parts on hand can be kept. Ask Donnie about accountability of repair parts and prices.

D. New business – Concern raised regarding boil water notices. Concerns were addressed and board was assured that both the boil water notices and the rescind notices are compliant and being sent within a 24-hour time frame of each occurrence.

TRWA suggests proper flushing of lines. A portable meter placed on each valve at the time would help record properly. This will be discussed with our contractor.

Suggestion was made to split the cost of lawn care and meter clean up with POA for costs. Discussion rose regarding the benefit of the lawn maintenance person inspecting meters as he spends time cleaning them up.

We need to come up with a better tracking system for tools. Johnny will take this along with getting a bid for leveling and painting of the building.

ADJOURNMENT at 7:45 PM