



QUARTERLY MEETING

THURSDAY, AUGUST 10, 2023

CANYON PARK CLUBHOUSE

MINUTES

6:00 PM

Attendees: Jim Marxen, Robert Simard, Johnny Clawson (Maintenance officer), Dalene Felder

Called To Order 6:03PM

1. Minutes

Minutes read from last month's meeting. Motion to approve made by Dalene and seconded by Robert Simard. Minutes as stated approved by unanimous vote.

2. Financial Matters

Financials read for the previous meeting. Motion to accept made by Robert Simard, second by Dalene. Financials as stated approved by unanimous vote.

3. Items of Business

- A. Property Purchase Update – There is a discrepancy on the property that the Survey revealed. There's not enough sq footage on the property making us 20 feet short somewhere. Either Mr. Chance has 20 feet of our property, or we are 20 feet short or the map being used is incorrect. It won't affect the property purchase and when the surveyor finally gets here this question will be resolved.
- B. Grant Research Status – Everything has been submitted and the USDA has everything they need for the past three weeks. There have been no updates on the USDA website at present and are waiting for confirmation.
- C. Follow-up Regarding Copper Testing - According to Donny we got all our water samples back and were delivered to the Cold Springs Lab and takes two to three weeks for them to conduct the testing and they will send results to TECQ. We have to do 20 sites next year and need to get 30 pre-approved sites be TECQ. We will have those sites better dispersed throughout the subdivision.
- D. Line Flushing – Going to try to communicate flushing dates ahead of time to help educate the customers on how to handle their water on their flush date. Donny created a sheet to track the flushings and to turn in the forms by the end of the month. Discussion about work that Dalene has been doing to improve reporting accuracy and its helping the Water Board to locate problem meters.
- E. Discussion on Work Orders – Dalene has been developing a new tracking system to better understand the work orders; This helps the kind of issues we are having with the system; Helps separate bad meters vs bad readings; Or it could be office errors.
- F. Called for a vote to retain or get rid of the call multiplier system; Jim Marxen made a motion to get rid of it and Robert Simard seconded.

- G. Discussion and possible for vote on Accountant needs; Our QuickBooks is in terrible shape and the accounts are not setup correctly and wells should be setup separately. Depreciation setup in QuickBooks has not been touched since 2013. We got two new buildings put in after the tornado and neither have been put into QuickBooks; Fixed asset values are not correct.
- H. We want to delete or vacate on a water account; RVS recommended changing the account name to ALL CAPS; How do you remove the membership fee and move the account without new money getting posted. Do we want to hire an Accountant to come in and clean-up the accounts? Yes. It's the cost of doing business; Dalene motioned to hire an Accountant to clean-up the accounts and seconded by Robert Simard and he suggested hiring Axle and Roley company.

4. New Business

Meeting adjourned at 7:38PM.

Jim Marxen motioned to discontinue and was seconded by Dalene Felder. Approved by unanimous vote.