**Lady Creek Water System**

**Annual Members Meeting – April 22, 2019 7pm**

**Draft Minutes**

Board Members Attending: Jim Harrington, Todd Petersen, Doug Hartley, Ken Hoiland

Location: Clackamas Denny’s Restaurant

 Conference Room

 15815 SE 82nd Drive

 Clackamas, OR 97015

Meeting called to order by Jim Harrington, President

Jim thanked the two Lady Creek members for attending.

Agenda was reviewed.

Attending Board members and Water Master introduced themselves. Jim shared about Mark and Dar and talked about Board opportunities and openings.

Reviewed mission of Lady Creek Water System emphasizing operating the system in a professional, cost-effective manner to provide all members, now and into the future, with safe and reliable drinking water.

President’s Report

* Improvements of infrastructure and practice
* Sound financial performance
* Website launch
* Changed billing cycle
* Three projects submitted to the USFS
* Aquifer study

Reviewed operating statistics and discussed leak mitigation as a method of cost control and environmental responsibility.

Reduced dues 40% since 2009. Dues maintained at $150 for the last 3 years.

Projects submitted to USFS overall include:

* Well 3 update
* Road 28A mainline extension
* 3,800 feet mainline replacement Road 32 to Road 30 via Highway 26
* Replace 2,450 feet of mainline along road 27
* Add 4th well to headworks

Introduced David Jacob, Water Master and explained his role. David presented on the Road 35A bridge repair.

Todd gave a budget update and shared that the organization was well positioned for continued operation. Todd explained that the organization has total assets over $1 million and money to do the projects. Waiting for USFS approval to proceed.

A brief overview was given on Capital Planning. Capital assessment maintained at prior year level. System focus to be maintained.

* Continue to make system improvements
* Keep costs low
* Keep water flowing consistently and safely
* Continue to operate in a business-like manner
* Question from the audience about leaks – Ken and David explained the issues were old pipes leaking and shared services. Discussed how finding leaks is sometime a challenge and asked for all members to be aware and report any suspected leaks.

Action: Allocation of $50,000 from general operating surplus to restricted capital fund.

The Board presented a motion to approve the allocation of $50,000 from the unrestricted operating surplus (retained earnings) to the restricted fund designated for capital improvements to the system. The motion was seconded and approved unanimously.

Action: Election of Directors

* Discussion about Board composition and responsibilities
* Explained voting and Position 7 vacancy. Asked for interested candidates from the audience. No response.
* Election:
	+ Motion: Elect Doug Hartley and Ken Hoilland to the Board for 3-year terms
	+ Move: David Nelson – Road 12 Lot 45
	+ Second: Jim Whitehead – Road 20D Lot 15
	+ Unanimous approval

Action: Approval Capital Plan extension:

* Motion: approve the 2019-2022 Capital Plan
* Move: David Nelson – Road 12 Lot 45
* Second: Jim Whitehead – Road 20D Lot 15
* Unanimous approval

Action: Approve minutes from the 2018 Annual Member Meeting

* Motion: approve minutes from the 2018 Lady Creek Annual Member Meeting
* Move: Jim Whitehead – Road 20D Lot 15
* Second: David Nelson – Road 12 Lot 45
* Unanimous approval

Jim asked for questions from the audience. Hearing none the meeting was adjourned at 8:10PM