

## CRCWD BOARD MEETING AGENDA

Saturday, January 9, 2021

Time: 9:00am Location: Zoom

Attendees: Ed Grubb, Joe Atturio, Dan Moylan, Ben Kronick & Julie Cimino

1. Approval of minutes, August 29, 2020
  - a. MOTION TO APPROVE, ED - SECONDED, JOE - ALL APPROVED
2. Follow up from last meeting
  - a. City of WC owns the easement per Dan.
  - b. Action: Joe to consider liability issues, contact Insurer
3. Approval of most recent version of Rules for Administration
  - a. Wording discussed and revised
  - b. MOTION TO APPROVE NEW VERBIAGE, ED - DAN SECONDED - ALL APPROVED
  - c. ACTION: Ed to write, board review and approve, Julie to post
4. Prospective Rules change, where CRCWD repair responsibility ends
  - a. Discussion
  - b. ACTION: Ed to discuss with Bill Armstrong (lawyer & counsel)
  - c. ACTION: write and then post information on website, send out with invoice
  - d. WRITTEN, EMAILED TO BOARD, APPROVED ALL
5. Status of vendor support for tank cleaning, pump servicing
  - a. ACTION; BEN CALLING; ED SERVICING & CALLING MARTEL
6. Anticipated financial results for Q1 (9/3) and Q2 (12/31) of FY
  - a. No anomalies. On target to break even
7. Anticipated rate increases and timing, in any
  - a. Rate increase from CoCoWD beginning 2/1/21
  - b. Discussion to wait on additional CRCWD increase
  - c. MOTION TO WAIT AND RAISE 5% IN OCTOBER 2021, ED - SECOND, JOE - APPROVED ALL
  - d. ACTION: add to invoice reminder and to e-bill
8. Engaging firm for full external audit of financials
  - a. Discussion
  - b. MOTION FOR YEAR END AUDIT NOT TO EXCEED COST OF \$6000, ED - SECONDED, BEN - APPROVED ALL
9. Progress on member relations
  - a. Electronic billing
    - i. Discussion e-billing - Joe still discussing with Accountant
  - b. Email communications
  - c. Website updating
10. Brown Act
  - a. Board to take online training by 2/4; send confirmation in and to Julie
11. Open discussion
12. 2021 meeting dates: April 10, July 10, October 2
  - a. ACTION: Post on website

13. MEETING ADJOURNED 10:07AM