

SQUAW VALLEY MUTUAL WATER COMPANY
Board of Directors Meeting
January 11, 2016
Minutes

1. Call to order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 9:02 AM on Monday January 11, 2016 at the Squaw Valley Public Services District (SVPSD) Community Room.

2. Roll call and establish quorum - Bob Barnett

Directors Present: Johnson, Stepner, Barnett, and Guilford

Directors Absent: Burkhart

A quorum was established.

Also present were Mike Geary and Brandon Burks from SVPSD and Steve Brigman from Shaw Engineering

3. Call for Agenda Additions

There were no changes to today's agenda.

4. Adopt the agenda

It was moved by Director Stepner and seconded by Director Barnett to adopt today's agenda as presented.

Motion carried unanimously.

5. Approval of the Minutes from the November 2nd, 2015

It was moved by Director Stepner and seconded by Director Barnett to approve the November 2, 2015 minutes with a correction made to the dates for approving and implementing new rates. Motion carried unanimously.

6. Presidents Report-John Johnson

Director Johnson presented his written report, which was included in the Board packets. There were no electronic votes taken since the last Board meeting.

7. Operation & Maintenance Report-Brandon Burks

Brandon Burks reported two large leaks in irrigations systems were discovered and addressed in November. He explained how the leaks were discovered and repaired. **ACTION: Steps will be taken to remind owners to turn off irrigation systems at the end of summer.** The water production reports were included in Burks' written report. Discussion followed regarding water use and reporting. Burks reported he is still working on final adjustments and data collection with the XiO system.

8. Office Managers report-Daniel Collin

Daniel Collin presented his written report. The final audit has been received from McClintock Accountancy. The conservation report has been filed with California Rural Water. Water production for SVMWC is down 34%, which is higher than required by state mandates. Collin reported he is working on is one service shut-off because of non-payment.

Collin presented the year-to-date budget as of December 31, 2015. Specific line items and variances were clarified, including snow removal.

9. Treasurer's report-David Stepner

Director Stepner presented the Treasurer's Report, which was included in the Board packets. Stepner is going to review the SVPSD delinquency policy and make a recommendation on a policy for SVMWC. **ACTION:**

Stepner will recommend a policy to deal with accounts more than 2 periods delinquent.

Bank balances and upcoming expenses were reviewed.

10. Final Audit Report

The audit from McClintock Accountancy was reviewed and discussion followed regarding recommendations made. **It was moved by Director Stepner and seconded by Director Barnett to accept the audit as presented. Motion carried unanimously.**

11. Capital Improvement Project Report-Steve Brigman-Shaw Engineering

Steve Brigman presented his written draft Capital Improvement Plan that recommends projects and replacements for the next 20 years. The entire Plan is estimated to cost approximately \$2.3 million. Discussion followed as the projects were reviewed and Brigman described how the Plan was compiled. He will provide Stepner with the background information. The Board considered funding the Plan given the existing rates, contribution to Reserves, and current expenses. **ACTION: Brigman will provide the starting number for the current Capital Improvement Fund and what is contributed to the Fund annually.** Brigman will update the report based on today's discussion and it will be reviewed again as more information is included.

12. Water Rate Discussion David Stepner

Director Stepner distributed information to be used today for a philosophical discussion on how to set rates. The data presented includes water usage for the 267 SVMWC hookups through last December, fixed costs, expenses unrelated to water usage and 5 "bands" of water use with proposed rates. Discussion followed regarding the most equitable method to use in setting rates for permanent and part-time residents. The information will continue to be revised and reviewed so the Board can make a recommendation to the membership on rates. A recommendation will be finalized and a public presentation given at the May meeting. New rates will be effective July 1, 2016.

13. Website/Email Update

Director Johnson presented the revised website, describing the features and how updates will be made. Each member will have a unique login. Director Johnson asked that Board members go on the site and offer suggestions for continued improvements. The site is www.svwmc.com.

14. Multiple Dwellings per lot discussion-Patti Guilford

Director Guilford asked if there is a way to charge those with larger homes or more than one residence for additional water, sewer, and garbage expenses. She pays for 2 units on her property, but many owners in the same situation only pay for one. Discussion followed regarding strategies to make the billing more equitable and how secondary units and large homes are billed.

15. Future Board Meeting Dates:

February 29, 2016, 3 PM, April 11, 2016 at 3 PM, and May 29, 2016 at 3 PM.

ACTION ITEMS

- 1) Steps will be taken to remind owners to turn off irrigation systems at the end of summer.
- 2) Stepner will recommend a policy to deal with accounts more than 2 periods delinquent.
- 3) Brigman will provide the starting number for the current Capital Improvement Fund and what is contributed to the Fund annually.

Adjourn

There being no further business to come before the Board, the meeting adjourned at 12:20 PM.

Respectfully submitted,

Judy Friedman, Recording Secretary

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