

SQUAW VALLEY MUTUAL WATER COMPANY
Board of Directors Meeting
September 2, 2017
Minutes

Call to order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 9:03 AM on Saturday September 2, 2017 at the Squaw Valley Public Service District Meeting Room.

Roll call and establish quorum- Bob Barnett

Directors Present: Johnson, Barnett, Burkhart, Guilford, and Stepner

Directors Absent: None

A quorum was established

Also present were Office Manager Daniel Collin, Joshua Wilson from SVPSD, and recording secretary Judy Friedman.

Call for Public Comment

There were no comments on items not on today's agenda.

Call for Agenda Additions

Johnson asked for a policy discussion regarding requests for reduction in high water consumption fees due to leaks. He also asked for the addition of an action item on for the Board to vote on the slate for proxy votes at today's annual meeting.

Adopt the agenda

It was moved by Director Stepner and seconded by Director Guilford to adopt today's agenda as amended. Motion carried unanimously.

Approval of the Minutes of June 29, 2017 and August 7, 2017

It was moved by Director Stepner and seconded by Director Barnett to approve the minutes of the June and August Board meetings. Motion carried unanimously.

Presidents Report-John Johnson

This item was tabled to the Annual Meeting.

Operation & Maintenance Report-Brandon Burks

On behalf of Brandon Burks, Josh Wilson reported the system is running smoothly and there have been no major incidents. There was a brief discussion about restoring an area of work and sending a written reminder to snow removal contractors to be aware of lines, etc. around areas of snow removal.

Office Managers report-Daniel Collin

Collin reported McClintock Accountancy began the audit in August. USDA is also conducting an audit. Collin is working on the Vulnerability Study, which needs to be updated every three years. Collin has received 53 responses to backflow letters sent to owners with no cross connections, 12 from owners with cross connections who provided meter information, and 10 certified backflow inspection reports. **ACTION: Collin will send letters to those who have not provided information.** Discussion followed regarding backflow testing requirements.

Collin presented the Budget to Actual report. Discussion followed regarding how Operating and Capital expenses are allocated and clarification of Year-to-Date Capital Expenses.

Treasurer's report-David Stepner

Stepner presented the Treasurer's Report as of August 30, 2017. There are four accounts more than 1 year delinquent. Two of those accounts are not expected to pay and could be subject to a lien and/or the water shut-

off policy. This will be considered for action at a future meeting. A brief discussion followed regarding ownership of the tennis courts and the responsibility of the homeowner's association to pay a water bill if the courts are using water. **ACTION: Guilford will investigate the ownership of the tennis courts.**

Stepner presented the account balances as of August 26, 2017 and addressed funding the Christy Lane Water Main Project. Assets on hand total \$623,284. In addition, \$94,530 is still to be collected from the July billing and \$251,750 is anticipated from the January 2018 billing. Stepner presented obligations and has determined that based on those assumptions, there will be a surplus of \$53,461 at the end of the 2017 Fiscal Year that can be rolled into FY 2018 for capital projects. The forecasted projections and available funds were considered.

Christy Lane Water Main Project Summer 2017-Update-Hans Burkhardt

Johnson reported on a meeting with Burkhardt, Steve Griffin from Shaw Engineering, Josh Wilson, and the contractor to review logistics of the project, scheduled to begin September 11, 2017. The project will be completed by October 15, per the contract. Johnson has also met with Placer County, Griffin, and the contractor. In addition, he spoke with Mike Livak about storing dirt spoils around the pump house, but KSL wants \$.50 per square foot per month. Another area was identified, but the cost was the same. A discussion followed regarding options to store about 100x100 sq ft of dirt for 6 weeks, including logistics for moving and storing the spoils.

AGENDA ADDITION: Reduction in Rate Policy

Johnson has heard from a property owner who had a leak and was charged \$700 for consumption. A second request came from an owner claiming not to have used any water during the last six months. Stepner noted the policy is that water is billed 12 months in arrears. If any water has been used during the past 12 months, the bill is due. If no water has been used during the past 12 months, the base rate is one-half. Discussion followed regarding SVPSD policies, which state that fees are not reduced due to leaks.

It was moved by Director Barnett and seconded by Director Guilford to reaffirm the industry wide standard that water consumed on the homeowner's side of the meter is the responsibility of the homeowner exclusively. Motion carried unanimously.

Barnett would like the Board to reconsider the 12 month policy. He suggested the calculation be done every 6 months to account for seasonal fluctuations in water use. Stepner noted the 12 month period can begin and end during any month. **ACTION: This item will be added to the next meeting agenda for discussion and possible action.**

Guilford asked that the base consumption limit of 120,000 gallons per year be reconsidered. She suggested 150,000. **ACTION: This item will be included on the next meeting agenda.**

AGENDA ADDITION: Proxy Vote for Today's Election

It was moved by Director Johnson and seconded by Director Burkhardt to assign the Board's proxy votes for Board positions to Barnett, Guilford, and Stepner. Motion carried unanimously.

By-laws Discussion & Review

Director Stepner presented the proposed Bylaws and reviewed the changes made by the Committee and approved by Counsel. Director Barnett said in general a lot of language was "cleaned up" to make the document more readable and realistic. Discussion followed regarding the revisions and options for billing combined lots if each has a separate water line. **ACTION: The issue of billing for combined lots will be discussed at the next meeting. ACTION: The Bylaw revisions will be voted on at the next meeting.**

Future Meetings

November 13, 2017 at 4:00 PM

ADJOURN

There being no further business to come before the Board, the meeting adjourned at 10:57 AM.

Respectfully submitted,
Judy Friedman
Recording Secretary
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

SQUAW VALLEY MUTUAL WATER COMPANY
Annual Members Meeting & Election
September 2, 2017
Notes

Call to Order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Annual Membership Meeting to order at 11:14 AM on Saturday September 2, 2017 at the Squaw Valley Public Service District (SVPSD) Community Room.

1. Roll Call and Establish a Quorum of the Board

Directors Present: Johnson, Barnett, Burkhart, Guilford, and Stepner

Directors Absent: None

A quorum was established

Also present were Office Manager Daniel Collin, Joshua Wilson from SVPSD, recording secretary Judy Friedman and 1 member. A quorum of the membership was not established.

2. Call for Public Comment

There were no comments on items not on today's agenda.

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 Guilford to approve today's agenda as presented. Motion carried unanimously.

5. Water Rate Presentation

There was a question about why the calculation of 120,000 gallons of water used per year is used as part of the base rate. Eric Poulsen said the Squaw Valley Public Service District (SVPSD) also uses that amount, based on the industry standard of the average family of four using 10,000 gallons of water each month.

Stepner will put additional information regarding water rates on the website. He reported the website server and provider was hacked, but the issue is being addressed.

6. Presidents Report State of the Mutual

Johnson presented his written report, noting projects that have been addressed during the past year and improvements planned moving forward. He discussed the updates to the website, improved communication with members, the new billing system based on water consumption, and the formalized Capital Improvement Plan. The state mandate regarding Back Flow inspections is being adhered to and a 5-year contract with SVPSD for Operations and Maintenance was successfully negotiated. Overall, SVMWC is on a firm financial basis and running in an open and transparent manner. Johnson thanked the Board members for their commitment to the organization. Johnson was thanked for his leadership.

7. Christy Lane Water Main Project Summer 2017-Update

This project is scheduled to begin September 11, 2017 and will be completed by October 5, 2017.

8. By-laws Discussion

Stepner reported Bylaw revisions have been submitted for Board review. The action to adopt the document will be done at the November Board meeting.

9. Introduction of Board Candidates

Incumbents Bob Barnett, Patti Guilford, and David Stepner are running for re-election. There are no other candidates on today's ballot.

10. Board of Directors Election

Johnson reported the Board voted to exercise its proxy to cast votes for Barnett, Guilford, and Stepner. Inspector of Election Judy Friedman reported 91 ballots were received, constituting a quorum, 16 were disqualified, and 75 valid ballots were counted.

11. Election Results

BARNETT - 70

GUILFORD - 63

STEPNER - 70

Write Ins: 5 (no one received more than 5 write-in votes)

ADJOURN

There being no further business to come before the SVMWC, the meeting adjourned at 11:59 AM.

Respectfully submitted,

Judy Friedman

Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS

SQUAW VALLEY MUTUAL WATER COMPANY
Board of Directors Meeting
September 2, 2017
Minutes

1. Call to order

President John Johnson called the meeting of the Squaw Valley Mutual Water Company Board of Directors to order at 12 Noon on Saturday September 2, 2017 at the Squaw Valley Public Services District (SVPSD) Community Room.

2. Roll call and establish quorum

Directors Present: Johnson, Guilford, Burkhart, Barnett, and Stepner

Directors Absent: None

A quorum was established.

Also present were Daniel Collin and recording secretary Judy Friedman.

3. Call for Agenda Additions

There were no changes to today's agenda.

4. Approve the agenda

It was moved by Director Guilford and seconded by Director Stepner to approve the agenda as presented. Motion carried unanimously.

5. Board Position Election by the New Board

It was moved by Director Stepner and seconded by Director Barnett to appoint John Johnson as President of the SVMWC Board. Motion carried unanimously.

It was moved by Director Stepner and seconded by Director Guilford to appoint Hans Burkhart as Vice-President of the SVMWC Board. Motion carried unanimously.

It was moved by Director Stepner and seconded by Director Guilford to appoint Bob Barnett as Secretary of the SVMWC Board. Motion carried unanimously.

It was moved by Director Barnett and seconded by Director Guilford to appoint David Stepner as Treasurer of the SVMWC Board. Motion carried unanimously.

Future Board Meeting Dates

- November 13, 2017 at 4:00 PM

7. Adjourn

There being no further business to come before the Board, the meeting adjourned at 12:05 PM

Respectfully submitted:

Judy Friedman

Recording Secretary

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