

DIAMOND “A” MUTUAL WATER COMPANY
A California Non-profit Mutual Benefit Corporation

MEETING NOTES

A Meeting of the Corporation was held Monday, June 10, 2019 at 7:00 pm at the Diamond “A” Recreation Center Building, 18843 Spring Drive, Sonoma County, California pursuant to order of the Board of Directors acting by authority of the Corporation By-Laws.

Presiding: Richard Bryan

Board Members:

Richard Bryan.....President
Joe Lieber.....Vice-President
Celia Schake.....Secretary
Dave Martinelli.....Treasurer
Peter Hohorst.....Director (absent)
Patrick Treacy.....Director
Ron Matteson.....Director

Staff:

Dee Young- Administration and Finance Manager
Bill Angeloni-Operations Manager

Members: Steven Pavy, Judith Walsh

Guests: Leo Lieber

The meeting was called to order at 7:00pm upon determination of a quorum.

The Board approved the meeting notes from the Quarterly Board Meeting held March 31, 2019.

1. Committee reports and discussion

a. Operations and Administration

- i. The system operating status was nominal for the quarter
- ii. A major pipe break repair was made on lower Kenleigh near grove
- iii. A decision was taken by the board install a liner in the Viewcrest tank to stop the leakage. A proposal will be obtained to perform the work.
- iv. System Controls update
 1. The Board approved payment of \$2,000 to Iconia Corporation for equipment to measure status of certain water system operations such as the water level in the storage tanks. If the water falls below a

predetermined level an alert is generated and transmitted via email. On two occasions over the past several months alerts provided early identification of problems that would only have become known when the tank emptied and users experienced loss of water.

2. The Board approved payment to Iconia Corporation of a monthly fee of \$135 to provide monitoring and diagnostic services and cloud and alert notification service for the installations.

b. Financial

- i. Financial status is within plan for the period. No abnormal activity encountered.
- ii. The current financial reserve status was discussed and no action required to be taken at this time
- iii. The CPA Annual Report has been issued. No issues have been identified.
- iv. The CPA that DAMWC has been using to provide an Annual Report is no longer providing the review as a standard service. We are in the process of obtaining new CPA services for the 2019 fiscal year.

c. Communication

- i. Emergency/Disaster planning, coordination and response
 1. A Emergency and Disaster Plan is being developed to provide information and guidance during emergencies. The Plan will be used in conjunction with the Operations and Maintenance Plan to react to system emergencies.
 2. The board approved obtaining a proposal to install electrical panel switchgear that would allow portable generators to be connected to the power feed to two of the submersible well pumps to maintain operation during power outages.

d. Governance

- i. The late payment and lien process was reviewed
- ii. The next Board meeting will be on September 16
- iii. The following Board meeting will be held on December 9 at which the 2020 Budget will be reviewed and approved.

2. Comments from shareholders (limited to 3 minutes each)

- a. Steven Pavey suggested evaluating potential upper elevation tank sites for future use given the issues with the Zone 3S Tank.

3. The open meeting was adjourned

4. Start closed meeting

- a. The status of a utility easement was reviewed. Legal support will be obtained.

- b. The status of unpaid water company invoices was reviewed. Continue to pursue two overdue invoices.

5. The closed meeting was adjourned at 8:50pm

Notes:

1. Postings on the Diamond A Ranch website (<http://diamondasonoma.com>) under Water Company/Board Postings include:
 - a. Quarterly and Annual Board Meeting Notifications, Agendas and Notes
 - b. News Letters
 - c. Annual Reports (financial information)
 - d. Annual Consumer Confidence Reports (results from State water testing program)
2. Members may obtain a copy of the posted information upon written request to Diamond A Municipal Water Company, PO Box 150, El Verano, CA 95433.