

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

**MEETING NOTES**

A Meeting of the Corporation was held Monday, December 9, 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  
Patrick Treacy.....Director  
Ron Matteson..... Director

Staff:

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

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 September 16, 2019.

1. Committee reports and discussion

- a. Operations and Administration (Bill-please review and
  - i. System Status
    - 1. The system operating status was normal for the quarter
    - 2. 2 pipe breaks were repaired this quarter. The cost of pipe repairs has increase over the past year. The repairs this quarter averaged \$15,000 per repair
    - 3. Reports of water leaking from the water distribution system along Kenleigh near Mesquite were investigated. The suspect water was tested and it was determined to have come from a natural source.

4. Recent well readings indicate that there is between 130 and 160 feet of water above the pumps in the systems in the systems four wells. The wells have been very stable.
  5. A 45 mil vinyl liner was installed in the Viewcrest tank to stem the leaks in the redwood tank that had been increasing in volume over time.
  6. The process has been started to remove abandoned and obsolete electrical equipment from the system.
- ii. A service agreement with Iconia Corp. was signed this to provide monitoring, maintenance and upgrading of the system
    1. An upgraded monitoring system will be installed to measure and report the depth of water in the storage tanks.
  - iii. Backup generators
    1. An evaluation to provide temporary power to the system during extreme weather under the PG&E Public Safety Power Shutoff program is under way.
- b. Financial
- i. Water rate adjustments were discussed by the board which include:
    1. Implementation of a three-tier system vs. current four-tier system with increases in the tier fees
    2. A 25% reduction in the fixed Maintenance and Improvement Fee

The adjustments will be finalized and submitted to the board for approval at the March 29, 2020 board meeting. If approved, the changes would be implemented in the 2nd Quarter with the first billing issued during the 3<sup>rd</sup> Quarter. (Details and background in the attached PowerPoint file))
  - ii. **The 2020 budget was approved by the board** (details in the attached PowerPoint file)
- c. Communication
- i. During recent PG&E power outages DAMWC members responded positively to a request to severely curtail use of water in order to extend the availability from the storage tanks in the event of an outage . The positive response resulted in no interruption to the water supply during the outages.
  - ii. A draft Operations and Maintenance Manual was issued to Board for review and comments.
- d. Governance

- i. The Nomination Committee nominated and the Board **approved** incumbents Richard Bryan, Celia Schake and Peter Hohorst as candidates for election to the Board in 2020.
  - i. The dates for the 2020 board meetings are: March 29, June 15, August 31 and December 7
  - ii. The 2020 Annual Meeting to be held on March 29 at 4:00pm at the Diamond A Rec Center. The agenda (attached) was **approved by the Board**. The first quarter Board meeting will be held following annual meeting.
  - iii. Actions for the March 29, 2020 Board meeting
    - 1. Review and approve rate adjustment proposal
- 
- 2. Comments from shareholders (limited to 3 minutes each) (No shareholders in attendance)
  - 3. Adjournment of open meeting at 8:45pm
  - 4. Open closed meeting
    - a. Legal matter regarding easement status was discussed
  - 5. Adjournment of closed meeting at 9:15pm

Attachments: