

DRAFT
DIAMOND "A" MUTUAL WATER COMPANY
A California Non profit Mutual Benefit Corporation

2021 ANNUAL AND BOARD MEETINGS
MEETING NOTES

A joint Annual Meeting of the Corporation and a Quarterly General Meeting of the Board was held via videoconference on Sunday, March 28, 2021 at 4:00pm pursuant to order of the Board of Directors acting by authority of the Corporation By-Laws.

1. Welcome - Dick Bryan welcomed the attending members and provided an overview of the agenda for the meeting.
2. All Board Members participated as well as Staff Members Bill Angeloni (Operations) and Dee Young (Administration)
3. Shareholders participating were:
 - a. Freddi Wilkinson
 - b. Gifford Boyce-Smith
 - c. Dean Brunette
 - d. Dick Hanna
 - e. Ty Wang

The Board thanks the attending members for their participation.

4. The Board approved the Meeting Notes for the meeting held on December 7, 2020
5. 2020 Operations Overview – Bill Angeloni
 - a. There have been no health or safety incidents for the year
 - b. Water quality met all State requirements
 - c. Approximately 40 million gallons of water were produced, treated and distributed
 - d. The four wells in the system are producing consistently and changes in water level reflect seasonal fluctuations.
 - e. A professional engineering contractor conducted a system-wide leak detection survey. A leak was located on the Grove Street extension and was repaired. The periodic water seepage appearing on Kenleigh Drive near Pepperwood Court was determined to not be a pipe leak by the survey.
 - f. The Viewcrest tank was drained to have the new liner re-sealed. The repair work was performed under warranty.
 - g. A heavy-duty storage building with a metal roof and door on was erected at well #4.
 - h. There were six calls regarding leaks in the system in the past three months. Two of the leaks were on water company lines and the other four were on the homeowner's property. All leaks have been repaired.
 - i. Three very old water meters were replaced with new meters. Two of the meters were leaking and the other one was worn out.
 - j. Two projects are in the works:
 - i. Install electrical panel upgrades at well #2 and at the White Oak Tank pumping station. This will provide for backup generator power.
 - ii. Install a new backup transfer pump and electrical gear at the upper end of Spring Drive near the intersection with Grove Street to feed Tank 3 (Sweet William).

- k. Two projects are on the list of things to be done:
 - i. Engage an engineering consultant to perform a baseline evaluation of the water system. The evaluation will provide information for the identification of potential enhancements to make the system more efficient and to better respond to emergencies.
 - ii. Provide a new water service route to a property that currently receives water from a section of the system that was mostly abandoned many years ago, which will allow the section to be taken out of service.

6. Financial Overview- Dave Martinelli

The comprehensive financial information provided by Dave Martinelli at the meeting is contained in the attachment.

7. Communications –Joe Lieber

- a. Emergency response coordination
 - i. A Water Company emergency response center has been set up in the Fire House at the east end of Prospect Court near the intersection of Spring Drive. A file drawer containing operations related information such as maps, Operation and Maintenance Manual and other technical information has been installed for use in emergency situations.
 - ii. The fire station has a back-up generator and a landline. Both would be helpful in an emergency.
 - iii. Being able to use the fire station in a major emergency should facilitate communications with first responders.

8. Governance - Celia Schake

- a. The following Directors of the Company were elected:
 - i. Richard Bryan (incumbent)
 - ii. Joe Lieber (incumbent)
 - iii. Celia Schake (incumbent)
 - iv. Patrick Treacy (incumbent)
- b. The following Officers of the Company were elected:
 - i. Richard Bryan-President
 - ii. Joe Lieber-Vice president
 - iii. Dave Martinelli- Chief Financial officer
 - iv. Celia Schake-Secretary
- c. The next meeting of the board will take place on June 21, 2021 at 7:00pm
- d. The meeting was adjourned at 4:45pm

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 and general information
 - 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.