

GREEN VALLEY MUTUAL WATER COMPANY
BOARD OF DIRECTORS MEETING MINUTES
April 18, 2022

1. The regular meeting of the Board of Directors of Green Valley Mutual Water Company was held on April 18, 2022, at the Hilton Garden Inn, located at 11481 Mission Vista Drive, Rancho Cucamonga, CA, 91730. The meeting was called to order at 6:30 p.m. by President Glen Pyne.

Directors present at the meeting:	President 1 st Vice President 2 nd Vice President Secretary/Treasurer Directors:	Glen Pyne Steve Christman Charlie Mattson Jeff Grimsley Rick Blea Richard Vouga Robert Perrill
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Directors Absent:	Jerry Miller Kathy Benjamin
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Employees Present:	General Manager Recording Secretary	Steve Brandt Emily Nohr
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GVL Recreation, Inc.:	Vice President	Tracy Schroeder
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Public Present:	Shayla Antrim, Bergen Moore, Sherese Perrill, Christine Brandt
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2. PUBLIC COMMENT:

- a. Shareholder, Shayla Antrim, requested that information for the Annual Shareholder Meeting be posted on the bulletin board and online.

3. CONSENT CALENDAR:

- a. **M** (Steve Christman) **S** (Charlie Mattson) **C**: To approve the following items of the consent calendar.
- A – March 21, 2022, Regular Board of Directors Meeting Minutes
 - B – Ratification of payment of claims exceeding \$500.00
 - C – March Funds of Deposit Report

The motion was unanimously carried.

Ayes: Pyne, Grimsley, Christman, Mattson, Vouga, Perrill, Blea

Nays: None

Abstain: None

Absent: Miller, Benjamin

4. GVL RECREATION, INC.

- a. Tracy Schroeder, representing GVL Recreation, reported the following:
- i. The boat launch date is Saturday, April 23rd at 8:00 am.
 - ii. Interviews for Lake Manager are being conducted.
 - iii. Three lake employees have reapplied, and one lifeguard application has been received.
 - iv. Because some fixed costs have increased, the board and volunteers will volunteer to clean and rake the lake. Someone has also volunteered to haul the needles for free.
 - v. The Kids Fishing Derby is scheduled for the month of June and the Water Carnival is Labor Day Weekend.

Glen Pyne voiced concern that a liability waiver will be needed for those volunteering on lake property.

5. FINANCIAL REPORTS:

- a. Jeff Grimsley presented the financial statements for the period ending March 31, 2022.
M (Charlie Mattson) **S** (Rick Blea) **C**: To approve the financial statements for the period ending March 31, 2022.

The motion was unanimously carried.

Ayes: Pyne, Grimsley, Christman, Mattson, Vouga, Perrill, Blea

Nays: None

Abstain: None

Absent: Miller, Benjamin

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- b. Jeff Grimsley suggested that the 2021 operating profit of \$79,697.00 be transferred into the Operations Reserve account. Of the \$79,697.00, \$32,400.00 would be used to meet the minimum 3-month operations reserve balance, and the additional funds will be held for the 2022 budgeted shortfall of \$29,497.00. Any remaining funds will also carry into 2023 operations.

M (Steve Christman) **S** (Charlie Mattson) **C**: To move the 2021 operating profit of \$79,697.00 into the Operations Reserve. *The motion was unanimously carried.*

Ayes: Pyne, Grimsley, Christman, Mattson, Vouga, Perrill, Blea

Nays: None

Abstain: None

Absent: Miller, Benjamin

6. MANAGER'S REPORT:

- a. Steve Brandt presented the March production report, noting that production was comparable to March 2021.
- b. Steve Brandt reported on the following for the Manager's Report:
- i. Majority of the materials for the GVL Road pipeline replacement have been delivered, however, we are still waiting on metal fittings and a few other items.
 - ii. One employee is still on limited duty.
 - iii. The State's sanitary survey will be conducted this year.
 - iv. A new capital project has been identified at Squirrel Drive and Beechnut. Both streets are prone to water quality issues because they are dead-end streets. The funds that were going to be held in the storage reserve should cover the costs of replacing the pipeline in both streets. The Board directed Steve to move forward with getting quotes for the work to be completed.

7. NEW BUSINESS:

- a. The Board discussed the option of adding additional money to the contingency fund on an annual basis to become more self-insured as insurance premiums have substantially increased and it is becoming increasingly difficult to get insurance in our high-risk area.
- b. Steve presented the costs associated with striping the parking lot, which would range between \$4,500-\$7,000.00. Because the parking lot striping was to clearly mark Water Company property due to issues with street vending, Steve did additional research into roadside vending and contacted the County regarding the same. Per San Bernardino County Vehicle Regulation Code Section 52.0120 (B), a vendor may not sell in front of someone else's property, including county ingress/egress without the property owner's consent. With this additional information, the Board decided striping the parking area is not necessary. A letter will be sent addressing the issue to those involved.

Tracy Schroeder and Bergen Moore excused themselves from the meeting.

- c. A proposal from Environmental Hightech Engineering was reviewed for surveying GVL Road for the pipeline replacement project.

M (Steve Christman) **S** (Jeff Grimsley) **C**: To approve the survey proposal from Environmental Hightech Engineering in the amount of \$2,800.00. *The motion was unanimously carried.*

Ayes: Pyne, Grimsley, Christman, Mattson, Vouga, Perrill, Blea

Nays: None

Abstain: None

Absent: Miller, Benjamin

8. COMMITTEE REPORTS:

- a. Charlie Mattson, a member of the Lake and Clubhouse Committee, discussed the formation of a 501c3 non-profit that would exist under GVWMC to manage the Clubhouse. As a non-profit, this organization would be able to apply for and receive funds from grants that would go towards the improvement of the clubhouse. The Board agreed additional information would need to be presented on what the costs associated with forming this organization would be, and something such as a business plan should also be presented.
- i. The Board approved the committee to hold a follow-up Community Meeting for information purposes regarding the status of the clubhouse.
 - ii. Steve Brandt reported that the toilets in the Clubhouse have been repaired.
- b. Richard Vouga, chairperson of the Nominating Committee reported that three applications have been received, however, one is still needed for a "down-the-hill" seat.

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9. PRESIDENT'S REPORT:

- a. Glen Pyne reminded the Board and attendees that the Annual Shareholder Meeting is Tuesday, May 10th at 7:00 pm at the Woman's Club of Claremont.

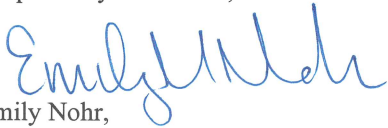
10. OPEN SESSION RECESSED AT 7:40 pm FOR EXECUTIVE SESSION.

11. EXECUTIVE SESSION: 7:40 pm to 7:42 pm

- a. **M** (Steve Christman) **S** (Charlie Mattson) **C**: To approve the March 21, 2022, Executive Session Meeting Minutes.
The motion was unanimously carried.
Ayes: Pyne, Grimsley, Christman, Mattson, Vouga, Perrill, Blea
Nays: None
Abstain: None
Absent: Miller, Benjamin

12. ADJOURNMENT: The meeting was adjourned at 7:43 pm.

Respectfully Submitted,



Emily Nohr,
Recording Secretary