

GREEN VALLEY MUTUAL WATER COMPANY
BOARD OF DIRECTORS MEETING MINUTES
July 26, 2021

1. The meeting was called to order at 6:34 p.m. by President Glen Pyne, at the Hilton Garden Inn.

| | | |
|-----------------------------------|--|--|
| 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 Richard Vouga Kathleen Benjamin Robert Perrill Jerry Miller |
|-----------------------------------|--|--|

| | | |
|--------------------|--|----------------------------|
| Employees Present: | General Manager Recording Secretary | Steve Brandt Emily Nohr |
|--------------------|--|----------------------------|

Rick Blea was excused from the meeting.

| | |
|-----------------|--|
| Public Present: | Shayla Antrim, Chris Chesney, Lyle Ferguson, Barbara Ferguson, Susan Lopez, Sandi Huckaby |
|-----------------|--|

2. PUBLIC COMMENT:

- a. Shareholder, Sandi Huckaby, asked for an update on the Clubhouse. The board responded that an update would be provided later in the meeting.
- b. Shareholder, Susan Lopez, expressed concern for the hiring of the GVL Recreation bookkeeper without the position being advertised. She would like to see a Company policy implemented for hiring procedure for both GVL Recreation and GVMWC.
- c. Shareholder, Chris Chesney, reiterated his comments from previous meetings regarding the portable toilet that Parks and Rec is willing to provide during the winter months if a location can be decided along with Clubhouse rates and the plowing of the parking lot. He would like to see the items on the agenda to be discussed. The board responded that these topics are being discussed by the appropriate committees.

3. CONSENT CALENDAR:

- a. Items C (Ratification of payments exceeding \$500.00) and item E (GVL Recreation President's Report) were pulled from the consent calendar.
- b. **M** (Jeff Grimsley) **S** (Steve Christman) **C**: To approve items A, B, D, F, and G of the consent calendar as presented. *The motion was unanimously carried.*
- c. **M** (Charlie Mattson) **S** (Jeff Grimsley) **C**: To approve item C of the consent calendar. *The motion was unanimously carried.*
- d. **M** (Jerry Miller) **S** (Jeff Grimsley) **C**: To approve item E of the consent calendar. *The motion was unanimously carried.*

4. FINANCIAL REPORTS:

- a. Jeff Grimsley presented the financial statements for the period ending June 30, 2021.
M (Steve Christman) **S** (Kathy Benjamin) **C**: To approve the Financial Statements for June 30, 2021, as presented. *The motion was unanimously carried.*
- b. The board discussed and supported the proposal to bill the annual assessments quarterly. Staff will return next month with more research and information.

5. MANAGER'S REPORT:

- a. Steve Brandt presented the June Production Report, highlighting that water usage is up 21%.
- b. Steve Brandt presented the Production/Consumption Report, noting that system water loss is in the 2-3% range, which is much lower than the national average of 10%.
- c. Steve Brandt reported the following for his Manager's Report:
 - i. A future capital improvement item will be to install a secondary valve on GVL Road in the park system.

GREEN VALLEY MUTUAL WATER COMPANY
Board of Directors Meeting Minutes
July 26, 2021

- ii. A crack in the service line of the Water Company and Clubhouse was discovered. A new service line will be installed.
- iii. Regarding the Lead and Cooper testing, the Company is in the process of installing treatment stations at the wells that are not on Forestry property.
M (Steve Christman) **S** (Charlie Mattson) **C**: To approve a budget not to exceed \$17,500.00 for installing treatment stations.

6. NEW BUSINESS:

- a. **M** (Jeff Grimsley) **S** (Kathy Benjamin) **C**: To approve the proposal from Environment Hightech Engineering in the amount of \$950.00 for the Dam Elevation and Coordinates Survey. *The motion was unanimously carried.*

b.

7. BOARD MEMBER REPORTS:

- a. Steve Brandt reported on the Clubhouse stove. SoCal Gas sent a technician to inspect the stove in which a technician repaired the clogged burners under the griddle, which was causing gas to leak. However, due to an inappropriately sized hood vent for the size of the stove, SoCal Gas was unable to turn the gas back on. In doing preliminary research, a correctly sized hood vent will cost around \$2,400.00 to purchase, not including the installation, permits, and additional upgrades that may have to be done to the facility.
- b. Jerry Miller, Chairperson of the Lake and Clubhouse Committee, provided a summary of what the Committee is currently working on.
 - i. **M** (Kathy Benjamin) **S** (Robert Perrill) **C**: To approve interim rental rate structure.
Ayes: Kathy Benjamin, Robert Perrill, Jerry Miller
Nays: Jeff Grimsley, Charlie Mattson, Richard Vouga, Steve Christman, Glen Pyne
Abstain: None
Absent: Rick Blea
Motion failed to pass.
 - ii. An ad-hoc committee will be formed to aid the Lake and Clubhouse Committee in creating solutions for the Clubhouse.
- c. Kathy Benjamin, Chairperson of the Community Relations Committee, provided a summary of what the Committee is currently working on.
 - i. The board approved the implementation of a response letter for shareholders whose comments/questions require action or follow-up.
 - ii. **M** (Steve Christman) **S** (Charlie Mattson) **C**: To approve an annual subscription to Survey Monkey in an amount not to exceed \$350.00 to create a shareholder survey and customer feedback program. Survey questions to be approved by the Board before being sent to Shareholders. *The motion was unanimously carried.*
 - iii. Additional information will be added to the Company website, including Board of Director bios and how to receive copies of the By-Laws.

8. OPEN SESSION RECESSED AT 9:43 PM FOR EXECUTIVE SESSION.

9. EXECUTIVE SESSION: 9:44 PM to 9:53 PM

- a. Steve provided an update to previously discussed shareholder correspondence. A motion was unanimously carried on how to proceed.

10. ADJOURNMENT: The meeting was adjourned at 9:53 pm.

Respectfully Submitted,



Emily Nohr,
Recording Secretary