

# San Miguelito Mutual Water Company

## Minutes of the Board of Director's Meeting

9:00 A.M. Wednesday, April 18, 2018

### I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President John Delehant at 9:05 a.m.

Board Members Present:	John Delehant, Ben Banks, Rick Koon, Martin Suits, Rob Rossi
Board Member Absent:	Gerri Hall
Staff Members Present:	Michelle Edson, Accounting & Administrative Manager
Consultants Present:	Tim Carmel, Legal Counsel
Guests:	Robert Campbell Kingfisher Resident

### II. PUBLIC/SHAREHOLDER COMMENT – None

### III. REVIEW and APPROVAL OF MINUTES

- a. March 05, 2018 Special Meeting – Motion made by Martin Suits seconded by Ben Banks. Motion passed 5 – 0 Hall Absent
- b. March 21, 2018 BOD Meeting – With spelling correction as discussed Motion made by Rob Rossi Seconded by John Delehant. Motion passed 5 – 0 Hall Absent

### IV. REVIEW OF THE DRAFT 2017 FINANCIAL STATEMENT: The Financial Statement was emailed out to all Board Members on the morning of Tuesday April 17<sup>th</sup>. At the request of Martin Suits, GM Koon went over each line of the company assets and associated notes. We will also confirm the balance of our restricted funds.

### V. DISCUSSION AND CONSIDERATION TO ESTABLISH OFFICIAL CLOSE OF BUSINESS DATE FOR 2018 Staff recommendation was to the set close of business Friday May 4<sup>th</sup> at 4:30pm as the date of record. Motion to approve was made by John Delehant seconded by Martin Suits. Motion passed 5 – 0. Hall Absent

### VI. REVIEW AND CONSIDERATION TO APPROVE SHAREHOLDER MEETING NOTIFICATION PACKET: Staff handed out a brief background statement provided by the two interested candidates. The board decided that due to one of the candidate's potential conflict of interest we should email a copy of our policy to each of them before adding the names to the mail out ballot. The packet was reviewed and a Motion to approve packet pending candidate names on ballot was made by Ben Banks seconded by Martin Suits. Motion passed 5 – 0 Hall Absent

### VI. GENERAL MANAGERS REPORT

#### - Administration

- Staff completed Annual Hazmat Training and Certification.
- Michelle and Adriana turned in all requested 2017 YE information to CPA
- Door hanger and phone call notifications to Pelican Point residents affected by angle stop replacements.

#### - Operations

- Pelican Point leaking angle stops replacements.
- Building a diverter to slow the flow at the Hydro-dyne.
- Painting the interior walls of the booster stations facilities.
- Anthony Agueda took his distribution II test.

#### - Capital Projects

- Pismo Well Contract and all required permits satisfied to start work.
- SLO County required a 100ft conductor seal for the well, thus delaying the project and adding \$13,000. to the cost.

#### - Additional Project

- SMS Sewer Service Contract – Contract received and signed
- GTA Reclaimed Water Use Study – on hold
- Cleath New Well Study – Drilling...
- Reserve Replacement Study – Developing an outline for a 10year plan
- ABCSD Regional Study – The draft report is submitted to the SWRCB
- Marre House – Preliminary power design is being worked on

VII. FINANCIAL STATEMENT

The Board Management Report for March 2018 was presented by General Manager Rick Koon with the following highlights:

Cash and Reserve Funds as of March 31st, 2018, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$190,374	\$355,196	\$250,871	\$2,613,650.

IX. BOARD MEMBER COMMENT – Martin Suits had questions about the Avila Background report, Rick Koon will go to the website to read the report and respond by the May 10<sup>th</sup> deadline if necessary.

X. UPCOMING BOARD MEETING AND AGENDA ITEMS

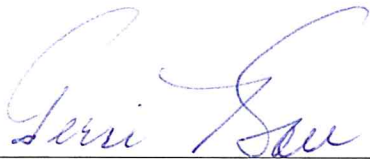
- a. May 16, 2018 Board Meeting and Annual Meeting
- b. June 20, 2018 Board Meeting

XI. ADJOURNMENT –Meeting was adjourned at 10:10 a.m.

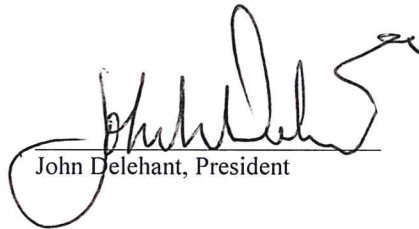
Proceeding reported by:

Michelle Edson, Accounting & Administrative Manager  
Respectfully Submitted,

Approved:



Gerri Hall, Secretary



John Delehant, President