

**San Miguelito Mutual Water Company**  
**Minutes of the Regular Board of Director's Meeting**

9:00 A.M. Friday, May 22, 2020

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Board President Marvin St Pierre at 9:07 a.m.

Board Members Present: Marvin St Pierre, John Delehant, Michael Nordstrom, Rob Rossi, Gary Garcia (joined at 9:49am), Martin Suits, Rick Koon  
Board Member Absent: None  
Staff Members Present: Michelle Edson  
Consultants Present: Timothy Carmel, Legal Counsel  
Guests: Dylan Wade and Spencer Waterman, Water Systems Consulting  
Heron Crest Resident: Larry Bittner, Bob Pusanik, Kingfisher Resident: Robert Campbell, Pelican Point Resident: Tom Donnelly, Robert Hyde, Indian Hill Resident: Heather Nelson, Quail Canyon Resident: Paul O'Malley, Rossi Enterprises, Steve Rossi, and Once Upon A Time Trustee, Paul Metchik, SMMWC's: Brad Hagemann

II. PUBLIC/SHAREHOLDER COMMENT - None

III. REVIEW and APPROVAL OF MINUTES –

- a. April 02, 2020 Special Meeting Minutes - Motion to approve made by Rob Rossi seconded by Michael Nordstrom. Motion passed 6/0. Garcia absent
- b. April 17, 2020 Regular Meeting Minutes - Motion to approve with changes made by Rob Rossi seconded by Martin Suits. Motion passed 6/0. Garcia absent
- c. April 29, 2020 Special Meeting Minutes - Motion to approve made by Michael Nordstrom seconded by Rob Rossi. Motion passed 6/0. Garcia absent.

Due to Brad Hagemann being available President Marvin St Pierre made a motion to take agenda item V out of order. All members of the Board agreed.

V. DISCUSSION AND CONSIDERATION OF CONSULTANT SERVICES AGREEMENT WITH HAGEMANN & ASSOCIATES – Motion to formally approve the contract was made by Martin Suits seconded by Michael Nordstrom. Motion passed 6/0. Garcia absent

IV. WATER SYSTEMS CONSULTING UPDATED REPORT ON SECTION 2.2 ADDITIONAL WATER RESOURCES NEEDED AT BUILDOUT

1. WSC to close out Phase 1 and write a draft technical memo to wrap this up; \$1000 added to the budget for this task.
2. WSC to meet with interim GM (Brad Hagemann) to update scope for Phase 2. This meeting shall not occur before May 29 to allow Directors to review and make comments to Brad. Any comments made should be copied to all Directors. Motion made by Koon; seconded by Rossi. Motion passed 7/0.

V.

VI. DISCUSS AND REVIEW GENERAL MANAGER'S JOB DISCRPTION AND PROJECT LIST – None. We will bring back next month for discussion.

VIII. GENERAL MANAGER'S REPORT -

- Administration
  - Worked with CPA's office to complete our annual audit.
  - Completed Water Diversion Report for the SWRCB.
  - Preparation for Annual Meeting Mail Out and Meeting Packets.
  - CCR's are completed and will be mailed soon
  - Issued the SMMWC COVID-19 work directive to Staff

- Issued COVID-19 system status for public distribution

- Operations
  - New meter sets in Kingfisher Tract were completed
  - Water and Wastewater rounds Daily
  - With the Coronavirus situation we were very limited in what could be done
- Capital Projects
  - Reprogrammed the SCADA system so the Operators can control
- Additional Project
  - SMS Sewer Service Contract – on hold
  - Reserve Replacement Study – Developing an outline for a 10 year plan.
  - Marre House – Creek Lands, WSC, and GHD Engineering are working on the design plans with CDF&W.

IX. FINANCIAL STATEMENT

The Board Management Report for April 2020 was presented by Director Rick Koon with the following highlights:  
Cash and Reserve Funds as of April 30, 2020, are:

Operating Cash	Operational Contingency Reserves	State Water Reserves	Capital Reserves
\$148,548	\$355,410	\$123,751	\$3,673,840


X. BOARD MEMBER COMMENT – Do our bylaws allow for a meeting right after the annual meeting for the purpose of selecting officers? Tim Carmel answered that according to the California Mutual Water Company Open Meeting Act it must be agendaized.

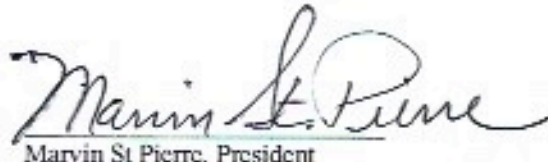
XII. ADJOURNMENT – Meeting was adjourned at 10:34am.

Proceeding reported by:  
Michelle Edson, Accounting & Administrative Manager

Respectfully Submitted,

Approved:

  
John Delchant, Financial Officer

  
Marvin St Pierre, President