

**MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
GREEN VALLEY COUNTY WATER  
DISTRICT HELD MAY 14, 2020**

Due to Covid-19 the Regular Meeting of the Board of Directors of the Green Valley County Water District was held outside the District Office. The meeting was called to order by President Phillips at the hour of 7:00 P.M. on May 14, 2020 at the Green Valley County Water District Office. President Phillips began the meeting by leading a recitation of the Pledge of Allegiance.

Directors present were: Jeff McCracken, Bob Garth, Dave Phillips, Joe Randles and Chuck Lloyd. Also present were General Manager, Kevin Francis and District Secretary, Laura “cha” Verneti.

**Item 5 Approval of Agenda**

The President asked for a motion to approve the agenda. A motion was made to approve the agenda by Director Lloyd and seconded by Director Randles and was carried (5-0).

**Item 6 Approval of Minutes**

The President called for a motion to approve the Regular Meeting Minutes of April 23, 2020. A motion was made to approve the Regular Meeting Minutes of April 23, 2020 by Director McCracken and seconded by Director Randles and carried (5-0).

**Item 7 Approval of Treasurer’s Reports**

The President called for a motion to approve the Cash Disbursements from 04-01-20 through 04-30-20 and to approve the Treasurer’s Report of April 2020. A motion was made to approve the Cash Disbursements from 04-01-20 through 04-30-20 and to approve the Treasurer’s Report of April 2020 by Director Lloyd and seconded by Director McCracken and carried (5-0).

**Item 8 Public Comment and Non Agenda Items**

GVTC Jeanine Pon reported that the USDA Forest Service may start GSOB spraying in May 2020, but she had not received confirmation.

**Item 9 Manager’s Report**

The General Manager’s report was presented to the Board. The report is attached hereto and is made a part of these minutes by reference.

The General Manager discussed an email that he received from Shelia Cannon regarding the location of their water meter on the 5 acres (3227-004-020). The discussed the matter, including easements through private property. The Board asked the General Manager to meet with the Cannons to discuss their options. They also asked the District Secretary to check into easements.

The Board reviewed some of the Capital Improvements for the next Fiscal Year. The General Manager mentioned there were several fire hydrants that needed to be replaced. There are a total of 78 fire hydrants, 3 of which had been replaced. He stated he would work on replacing more as time permits. Director Randles offered to investigate getting a better price on the fire hydrants.

**Item 10 BOARD PRESENTATIONS**

10.1 San Francisquito Water Tank Maintenance Project

The District Secretary informed the Board that the project was moving forward. The Board needed to decided when the project would go out to bid and the time period for accepting sealed bids.

10.2 Consideration of Alternative Payment Methods

The District Secretary reported that new options may be available to the District if they would consider upgrading the existing billing software. The current billing software is over 30 years old and no longer supported by Microsoft. Newer software is web based and would allow customers to review and pay their water bills. Board and Staff discussed different alternatives for district customers to make payments. No action was taken and the item will be listed as a capital expenditure for next year's budget.

10.3 Utility Assistant

The General Manager reported that the new candidate, Jason, had started but it was too soon to know if he would work out. No action was taken.

10.4 Annual Budget for Fiscal Year Ending June 30, 2021

The Board and Staff discussed more items on the budget. The District Secretary asked about when the Board would like the rate hearing and effective date. Due for the need of more revenue, the Board asked for the first possible date. The hearing would be at the August meeting and the rate increase would be 9-1-2020. Notice of the hearing would be mail, with the Annual Letter and Consumer Confidence Report. The budget would on the agenda for the adoption at the Regular Meeting.

**Item 11 Agenda Items for the Next Regular Meeting**

In addition to the regular agenda items, there would be the Direct Assessments, Allocation List, the Utility Assistant, San Francisquito Water Tank Maintenance Project, Approval of Annual Letter and the Budget for the Fiscal Year Ending June 30, 2021.

There being no further business, Director Garth made a motion which was seconded by Director McCracken and carried (5-0), that the Regular Meeting of the Board of Directors of the Green Valley County Water District be adjourned. The meeting was adjourned May 14, 2020 at 8:40 P.M. The next regular meeting of the Green Valley County Water District's Board of Directors will be June 11, 2020 at 6:00 P.M. instead of 7:00 P.M.



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David Phillips  
President of the Board of Directors

ATTEST:



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Laura "cha" Vernetti  
District Secretary (SEAL)