

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
GREEN VALLEY COUNTY WATER
DISTRICT HELD May 12, 2022**

The Regular Meeting of the Board of Directors of the Green Valley County Water District was called to order by President Phillips at the hour of 6:02 P.M. on May 12, 2022, at the District Office, 39520 Calle Cascada. Due to Covid 19, the meeting was held outside with masks and social distancing. The meeting began with the recitation of the Pledge of Allegiance.

Directors present were: Jeff McCracken, Dave Phillips, Joe Randles, Bob Garth, and Anthony Castaneda. Also, present were General Manager, Kevin Francis and District Secretary, Valerie Waidner.

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 McCracken and seconded by Director Castaneda and carried (5-0).

Item 6 Approval of Minutes

The President called for a motion to approve the Regular Meeting Minutes of April 14, 2022 and the Special Meeting Minutes of April 21, 2022. A motion was made to approve the Regular Meeting Minutes of April 14, 2022 and the Special Meeting Minutes of April 21, 2022 by Director Randles and seconded by Director Castaneda and carried (5-0).

Item 7 Approval of Treasurer's Reports

The President called for a motion to approve the Cash Disbursements from 04-01-22 through 04-30-22 and to approve the Treasurer's Report of April 2022. A motion was made to approve the Cash Disbursements from 04-01-22 through 04-30-22 and to approve the Treasurer's Report of April 2022 by Director McCracken and seconded by Director Garth and carried (5-0).

The Grants Committee has officially submitted the Small Community Drought Relief Program (SCDRP) hauling water grant application to the State and the District is now waiting on a response. Director Castaneda knows a grant writer who is willing to help the District and is requesting additional information to see if she is able to help. She will be able to provide contacts and additional sources who might be able to help the Grants Committee work on the other grant applications (pipeline and additional well). Currently those two grant applications are put on hold for the time being.

Item 8 Approval of Annual Audit

The President called for a motion to approve the request for the Districts Auditor, Fedak & Brown, to prepare for the annual audits for fiscal years ending June 30, 2021 and June 30, 2022. A motion was made to approve the request by Director Randles and seconded by Director McCracken and carried (5-0).

Item 9 Public Comment and Non Agenda Items

An audience member asked if there was any update regarding hauling water. Currently the Board is monitoring the wells to determine when hauling water should begin. The General Manager will inform the Board when it is time to start hauling water.

Item 10 Manager's Report

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

No maintenance has been done in April by the General Manager on the utility vehicle. However, he is trying to make sure it lasts for the rest of the year.

While the community is doing better conserving water, our pumping levels continue to drop. Wells 4, 9, 11 and 12 are decreasing, Well 7 increased, Well 6 has stayed the same and Well 2 is currently off.

There were no leaks for the District in April however there were a couple of big leaks for two customers which caused the District to lose some water.

The General Manager was able to install the valve and the 4 inch pipe on El Clavelito. However, The General Manager has requested the approval of the Board to repair a 100 foot pipe that will need to be replaced due to tree roots destroying the road and water equipment. The General Manager will need to speak with the County of Los Angeles Road Department to see if their department can take down any trees that are on the easement to help prevent any more damage. The Board approved this repair request and budgeted up to \$3,000. If there is any additional cost, it will need to be approved by the President.

Item 11 BOARD PRESENTATIONS

11.1 Resolution 05-22-____ (350 Unclaimed Monies)

The President read the title of a resolution entitled:

"A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREEN VALLEY COUNTY WATER DISTRICT AUTHORIZING THE ESCHEATMENT POLICY FOR UNCLAIMED MONEY"

A motion was made to waive full reading and adopt Resolution 05-22-350 by Director Randles and seconded by Director Castaneda and carried (5-0).

11.2 Resolution 05-22-____ (351 Rates)

The President read the title of a resolution entitled:

"A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREEN VALLEY COUNTY WATER DISTRICT AMENDING 02-22-347 REGARDING RATES FOR METER DISCONNECTION / RECONNECTION AND AFTERHOURS FEES DUE TO NON-PAYMENT"

A motion was made to waive full reading and adopt Resolution 05-22-351 by Director McCracken and seconded by Director Garth and carried (5-0).

11.3 Resolution 05-22-____ (352 Rates)

The President read the title of a resolution entitled:

"A RESOLUTION OF THE BOARD OF DIRECTORS OF THE GREEN VALLEY COUNTY WATER DISTRICT ESTABLISHING RATES FOR METER DISCONNECTION / RECONNECTION DUE TO CLOSING AND OPENING ACCOUNTS"

A motion was made to waive full reading and adopt Resolution 05-22-352 by Director Castaneda and seconded by Director Garth and carried (4-0. Director McCracken Abstained).

11.4 Ordinance 05-22-___ (38 Rates)

The President read the title of an Ordinance entitled:

“AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE GREEN VALLEY COUNTY WATER DISTRICT AMENDING ORDINANCE NO. 6-84-12 (WATER ORDINANCE) AS IT RELATES TO THE LATE PAYMENT OF WATER BILLS”

A motion was made to waive full reading and adopt Ordinance 05-22-38 by Director Castaneda and seconded by Director Randles and carried (5-0).

11.5 Request from Mr. Kirchner to address the Board of Directors regarding Rate Structure on Unimproved Parcels affected by Stage 4 Water Conservation Restrictions.

Mr. Kirchner was concerned regarding the rate increase for vacant lots. Currently the Board is asking all residents to reduce their water usage under Stage 4 Water Conservation Measures. Vacant land owners are not allowed to use any water at all. The Board understood the request and agreed to lower the rate for vacant land owners because they are requesting these customers to not use any water at all. The President made a suggestion of lowering the rate to \$95 per billing period with zero usage. A motion was made to approve the lowering the vacant land rate to \$95 by Director Garth and seconded by Director Randles and carried (5-0).

11.6 Project Updates: Pipeline Project, Additional Well and Hauling Water

This was discussed in the grants section. No additional information was added.

11.7 Update on Loan for Utility Vehicle

District Secretary is currently speaking with US Bank about getting a Line of Credit to help purchase a new/used utility vehicle. She was unable to gather the information regarding the Line of Credit in time for the meeting. However, Brandon Pulido, the District's US Bank Representative is working on getting this information together. He also suggests for the District to wait 2 more months. When the District registered with the Secretary of State in January it appears the District has only been in operation for a couple of months. The bank doesn't like to approve lines of credit to companies only open for a few months and it could cause problems when applying. The District Secretary will continue to get this information and will have more to report at the next meeting.

11.8 Discussion on Not Taking Cash as a Payment Method

The District Secretary had a situation where a customer suggested that she took money from the customer. They stated they submitted more than what was required of the payment and she only recorded the payment amount. This accusation was not true and it could cause problems for the District without proof. The District Secretary requested that the District should not accept cash as a form of payment any more. The receipt book is not enough evidence to prove herself or the District innocent if customer's start accusing her of taking money. She said we could accept cashier checks and money orders in its place. The Board felt the District should continue collecting cash as a form of payment but make a sign for customers to be aware that if they drop off cash in the drop off box it will be at their own risk. The District Secretary will make a sign to inform customers with cash should come in during office hours to receive a receipt in person.

11.9 Budget for Fiscal Year Ending June 30, 2023

The Board informed the District Secretary to add 10% to the current budget and add an additional capital assist of \$25,000 for a new/used utility vehicle. The Board is working on the budget with the District Secretary and will have it ready by next regular

meeting. Once budget has been approved by the Board it will be available at the office for the public.

Item 12 Agenda Items for the Next Regular Meeting

In addition to the regular agenda items, there will be an update on grants/projects, Budget for 2022/2023, Direct Assessment for Property Taxes and Customer Water Debt, Public Hearing for Raising Rates and Employee Salaries Increase Review.

There being no further business, Director Garth made a motion which was seconded by Director Castaneda 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 12, 2022 at 8:08 P.M. The next regular meeting of the Green Valley County Water District's Board of Directors will be June 9, 2022 at 6:00 P.M.



David Phillips
President of the Board of Directors

ATTEST:



Valerie Waidner
District Secretary
(SEAL)

