

Subject: Re: PLMWC Quarterly Meeting Notes 10/32020 - DRAFT

From: David Taber & Associates <David@TaberConsulting.com>

Date: 10/4/2020, 2:59 PM

To: Jeanne Miernyk <jmiernyk@icloud.com>

October 3, 2020 Quarterly Board Meeting - 12 Noon Conference Call

Attendees:

David Taber, President

Brenda Thomas, Treasurer

Jeanne Miernyk, Secretary

Kjell Davila, Palomino Lakes Property Owner

Item 1: New Requirements Associated with Leak Credits

Currently there are two types of leak credits, which are available every two years or five years. A full description can be found on the PLMWC website:

http://www.palominolakes.org/PLMWC/Policy_LeakAdjust.pdf Because of the volume of leak credits that have been granted, and in an effort to reduce future water loss due to leaks, the board voted unanimously to adopt the following requirements when granting a leak credit. The requirements take effect immediately.

The property owner must:

1. Provide photos of the completed leak repairs.
2. Provide a photo of the meter.
3. Take ownership of a Flume Smart Home Water Monitor, which will be installed by PLMWC. Approximate cost is \$200. The monitor detects leaks or unusually high water use, and notifies the property owner by text or email.

Item 2: New Requirements associated with property transfer or modifying renters

Currently there is a \$75 fee for changes of account, which covers administrative and accounting charges. The board has approved a new policy that mandates the installation of a Flume device on such properties (unless a Flume is already installed) and raises the charge to \$300 to cover the cost of the device.

Item 3: Financial Overview

It's been a big year for projects including the new tank at tank site #2, Madrone leak repairs, tank site #1 leak repairs, the generator project in progress, and the wooden tank repairs that will soon be undertaken to increase their service life. Brenda reviewed the current financial accounts, and the water company has adequate available funds for maintenance, operations and project completion through the end of the year. However, due to economic circumstances our accounts receivable are much higher than normal, and we will be hounding people who are the most severely in arrears over the next month. The board will provide a detailed financial summary at the next annual meeting.

Item 4: Non Payment of Invoices

A few property owners have missed invoice payments, some going back to March 2020.

In October, board members will contact those in arrears and work with them to make

payment arrangements.

Item 5: Wood Tank Repairs

There is evidence of some rot at the redwood storage tanks at tank sites #1 and #2, which will require repairs. Brenda has obtained one bid for the repairs, and has arranged a site visit with a second vendor so that the board will have two bids to compare before proceeding.

Item 6: Generator Project

The purpose of the project is to provide continuous power for water system pumps during public safety power shutoffs (PSPS). The board awarded the generator project contact to North Coast Electrical Services (NCES) on 8/19/2020. To date, the following have been completed:

- 3 diesel generators have been purchased.
- Building permits have been granted by Sonoma County Permit & Resource Management Department for electrical work.
- Environmental permits have been granted by Northern Sonoma County Air Pollution Control District.

The following items need to be completed:

- NCES is awaiting electrical components necessary for the work, which are expected the week 10/19/2020; installation will follow.
- David is working with the computer controls & monitoring vendor to finalize the materials and programming needed so that system will work directly with the generators.
- Once the generators are on site NCES can manually connect them in the event that a PSPS occurs prior to completion of the controls modifications.
- Project completion date is forecast to be by 11/6/2020.

Item 7: Spoils at Treatment Facility

Soil, dirt and rubble from the completed Madrone leak repair project have been stockpiled at the treatment facility yard. Jeanne will contact neighbors who own small tractors and ask that they volunteer to spread the materials out around the building.

Item 8: System Operator Task List

David will create a list that describes operations, testing, maintenance and regulatory reporting that is currently performed by Weeks Drilling and Pump Company on behalf of PLMWC.

Item 9: Hydrant Map

Jeanne will create a map showing the locations of all system fire hydrants, which will be useful for property owners whose insurance carriers require such documentation.

--
