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AGENCY

QUAIL VALLEY WATER DISTRICT

BOARD OF DIRECTORS

Jim Boatman
Matt Daggett
Rita Leonard
Enrique Lopez
Richard Sims

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF QUAIL VALLEY WATER DISTRICT

Held on Saturday, December 9th, 2017 at 8:30 AM.

1. Roll Call.

Meeting called to order at 8:30 AM. There were present, representing a quorum:

*Director Sims;
Director Daggett;
Director Leonard;
Director Boatman.*

Also present were:

*Secretary Cantrell;
General Manager Hardenbrook.*

2. Adoption of Agenda.

Director Daggett moved, seconded by Director Leonard, to adopt Agenda. Motion approved by unanimous consent.

3. Public comments for NON-agenda items.

None.

4. Consent Calendar:

4.1. Approve minutes from Regular Meeting of 10/28/17.

Director Sims moved, seconded by Director Leonard, to approve consent calendar. Motion approved by unanimous consent.

5. Presentations:

5.1. Update on Prop 84 project. (General Manager Hardenbrook)

General Manager Hardenbrook provided an update on the status of the Proposition 84 Project informing Board that AVCC has successfully pressure tested the new water mains but that initial bacteriological testing indicated the presence of coliform bacteria and that further disinfection and flushing will be needed. General Manager Hardenbrook further informed Board that well permit has been received and that Abundant Water Wells should be on-site and construction of new well should begin by year-end.

5.2. Update on Umtali Road project. (General Manager Hardenbrook)



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General Manager Hardenbrook provided an update on the Umtali Road project informing Board that contractor hit water main again on December 6, severing main and causing water service to be disrupted for all customers east of Umtali well. QVWD was able to borrow repair material from AVCC to repair damaged main and restore service however, the disinfection process starts all over again. In addition, General Manager Hardenbrook informed Board that QVWD is still waiting for reimbursement for costs associated with the Umtali project and that we do not expect reimbursement until Kern County accepts finished project and pays Bowman Asphalt, at which time Bowman Asphalt is expected to pay QVWD.

5.3. Update on PVWC issues. (General Manager Hardenbrook)

General Manager Hardenbrook provided Board with status of response to latest cease and desist letter received from counsel for PVWC.

6. Action Items:

6.1. Discussion of monthly financial statements and consideration and possible action to approve payments for October and November. (General Manager Hardenbrook)

General Manager discussed financial statements with Board. Director Sims moved, seconded by Director Boatman, to approve payments for October and November. Motion approved by unanimous consent.

6.2. Consideration and possible action on Rate Study, rate increase, other revenue options, employee salaries, staffing levels, possible expense reductions. (General Manager Hardenbrook)

General Manager Hardenbrook explained to Board that expenses continue to exceed revenue and that additional rate increases are inevitable and that other possible revenue sources need to be explored. Employee salaries, staffing and expenses were discussed. Discussion turned to ways to solicit input from our rate-payers. Board directed staff to host meeting with residents and property owners to provide an opportunity for District to convey current issues and solicit input.

6.3. Consideration and possible action on declaration of remainder of Lot 6, 6717 as surplus and sale of same. (General Manager Hardenbrook)

General Manager Hardenbrook informed Board that Proposition 84 project will only require a portion of Lot 6/6717 for reservoir site and that remainder of lot is not required for any known District purposes. Further, an easement can be placed upon Lot 6 for the areas needed for District purposes and the Lot could be offered for sale. Director Daggett moved, seconded by Director Leonard, that staff shall proceed to cause an easement to be recorded for areas necessary for District purposes and that the remainder of Lot 6/6717 shall be declared surplus. Motion approved by unanimous consent.



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- 6.4. Consideration and possible action on year-end bonus for hourly employees. (General Manager Hardenbrook)

General Manager Hardenbrook advised Board of District practice regarding year-end bonuses and staff recommendation that due to District's current financial condition, bonuses should not be considered this year. Director Leonard moved, seconded by Director Boatman, to approve staff recommendation suspending year-end bonuses for the current year. Motion approved by unanimous consent.

- 6.5. Consideration and possible action on request by Consumer for water bill adjustment due to a leak on consumers property. (General Manager Hardenbrook)

General Manager Hardenbrook informed Board of a customer's request for a rate adjustment due to a water line break on customer's premises. General Manager Hardenbrook informed Board that no current policy exists for such a rate adjustment and that this situation has occurred before and will most likely occur again. Further, in past situations, it appears that rather than adjust bill, customers were allowed to amortize a portion of the bill over several months. Possible policies were discussed and staff was directed to draft a policy for consideration at next meeting.

7. Reports of Officers, Board Members and Standing Committees.

Director Daggett advised Board that he has completed setup of account for QVWD on Nextdoor website for the posting of information by QVWD.

8. Report of General Manager.

Report not available at this time.

9. Board Members' Requests for Future Agenda Items.

None.

There being no further business before the Board, Director Boatman moved, seconded by Director Daggett, to adjourn. There being no objection, meeting was adjourned at 10:30

I attest this is a true and complete copy of the minutes of a regular meeting of the Board as read and approved by the Board of Directors of the Quail Valley Water District.

Richard Cantrell, Secretary

