



**California Association of Mutual Water Companies (CalMutuals)
Board of Directors Meeting**

Tuesday, January 15, 2019

2:00 p.m. or upon adjournment of the JPRIMA Board of Directors Meeting

By Telephone. Call-in number: (US) +1 240-442-8072 PIN: 947 262 952#

AGENDA

2:00 p.m. or upon adjournment of JPRIMA Board of Directors Meeting:

- 1) Call to Order (Chair Yamashita-Lopez)
- 2) Roll Call
- 3) Review and Approval of December 6, 2018 Board Meeting Minutes
- 4) Review and Approval of new bank account at Pacific Western Bank, to designate Lisa Yamashita-Lopez, Adan Ortega, Ken Bradbury and Myra Mahler as signatories and authorize the President and Secretary, upon approval of legal counsel, to execute any additional account documents the bank requires.
- 5) Review and Approval of Proposed Membership of Regional Initiatives Committee
- 6) Budget Report
 - a. Demand Sheet
 - b. Financials
- 7) President's Report
- 8) Legal Counsel Report
- 9) Executive Director's Report
 - a. Community Water Systems Alliance Update
 - b. AB 401 Comment Letter
 - c. Proposed Corporate Sponsor Framework
 - d. Plan to Convene Finance and Budget Committee
 - e. Membership Renewal Update
- 10) Member Highlight(s)
- 11) Director Comments
- 12) Adjourn (2:30 p.m.)



**California Association of Mutual Water Companies (CalMutuals)
Board of Directors Meeting - Minutes**

Tuesday, January 15, 2019

2:00 p.m. or upon adjournment of the JPRIMA Board of Directors Meeting

By Telephone. Call-in number: (US) +1 240-442-8072 PIN: 947 262 952#

- 1) **Call to Order:** Vice President Dave Armstrong called the meeting to order at 2:18 PM.
- 2) **Attendance:**
Present: Dave Armstrong (Director, Vice President), Ken Bradbury (Director), Jim Byerrum (Director), Doug Nunneley (Director), Dave Michalko (Director, Secretary), Ken Tcheng (Director), , Jim Ciampa (Legal Counsel), Adan Ortega (Executive Director), Susan Allen (Treasurer), Myra Malner (Assistant Secretary/Assistant Treasurer).
Absent: Lisa Yamashita-Lopez (Director, President), Rick Cook (Director), Michael Palazzo (Director).
- 3) **Review and Approval of December 6, 2018 Board Meeting Minutes:** . On a motion made by Director Bradbury, seconded by Secretary Michalko, the December 6, 2018 Board meeting minutes were unanimously approved, as submitted.
- 4) **Review and Approval of new bank account at Pacific Western Bank and designation of Signatories:** Treasurer Allen asked the Board to approve moving CalMutuals accounts to Pacific Western Bank; to designate Lisa Yamashita-Lopez (President), Adan Ortega (Executive Director), Ken Bradbury(Director) and Myra Mahler (Assistant Secretary/Assistant Treasurer) as signatories and to authorize the President and Secretary, upon approval of legal counsel, to execute any additional account documents the bank requires. On a motion by Secretary Michalko, seconded by Director Byerrum the Board approved the new bank account and signatories.
- 5) **Review and Approval of Proposed Membership of Regional Initiatives Committee:** Executive Director Ortega asked for the Board's support to appoint a committee to address the strategic plan goal of expanding CalMutuals' geographic diversity and relevance, to be comprised of Jim Byerrum (Chair), Robert Eranio (Ventura), Palmer McCoy (Merced) and David Michalko (Los Angeles/Inland Empire). On a motion by Director Nunneley, seconded by Director Byerrum, the committee and membership were unanimously approved.
- 6) **Budget Report:** Treasurer Allen provided an overview of the demand sheet. On a motion made by Director Byerrum, seconded by Director Bradbury, the demand sheet was unanimously approved. Treasurer Allen also provided an overview of the budget and cash flow statement. On a motion made by Director Byerrum, seconded by Director Bradbury, the budget report was unanimously received and filed.

- 7) **President's Report:** No report.
- 8) **Legal Counsel Report:** Legal Counsel Ciampa reported that the legislature is back in session and as a result there likely will be flurry of bills in the coming weeks. Counsel Ciampa also shared that he and President Yamashita-Lopez, Executive Director Ortega, Charter Member Fan and Member Bentancourt met with Senator Portantino this week to ask for support of the CalMutuals bill to exempt mutual water companies from state tax. The Senator responded favorably to CalMutuals request that he serve as a sponsor.
- 9) **Executive Director's Report:** Executive Director Ortega reported on activities currently underway.
- a. **Community Water Systems Alliance Update**
As of the date of the Board meeting, interested public water agencies have made commitments to seed the Community Water Systems Alliance initiative totaling \$72,000 - \$82,000. A proposed 2019 CWSA budget has been reviewed and approved by CalMutuals Finance & Budget Committee and the CWSA Executive Committee. Outreach to engage additional participants will continue.
- b. **AB 401 Comment Letter**
Executive Director Ortega and Legal Counsel Ciampa have drafted comment letter in response to the proposal from the State Water Resources Control Board. They plan to circulate a template letter for all to consider sending on their company letterhead.
- c. **Proposed Corporate Sponsor Framework**
Executive Director Ortega shared a draft framework for Corporate sponsorships, intended for businesses in the legal; accounting; equipment/conveyance parts manufacturing; and chemical production and marketing sectors with revenues exceeding \$5 million. Sponsorships will be available at three levels: PVC \$2,500, Copper, \$5,000, Concrete & Steel \$10,000.
- d. **Plan to Convene Finance and Budget Committee**
Staff will schedule a meeting of CalMutuals newly appointed Finance and Budget Committee at the end of this month to look at a reserve policy, strategic plan priorities, and CWSA fund management.
- e. **Membership Renewal Update:** Membership renewal is underway. Invoices have been prepared and will be sent during the week of January 21-25, 2019.
- 10) **Member Highlight(s):**
Vice President Armstrong reported that South Mesa Water Company is gearing up to take over a Mobile Home Park in a disadvantaged community in a consolidation of sorts.
- 11) **Director Comments:** No comments.
- 12) **Adjournment:** CalMutuals Vice President Armstrong adjourned the meeting at 2:35 PM.

SECRETARY'S CERTIFICATE

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

David Michalko, CalMutuals Secretary

Date

Affirmed by:

Lisa Yamashita-Lopez, CalMutuals President

Date