LAKE FRANCIS MUTUAL WATER COMPANY

**SHAREHOLDER’S MEETING June 1, 2019 – 1:00 p.m.**

**Location: Alcouffe Center: 9185 Marysville Road Oregon House, CA 95962**

**Minutes**

1. **MEETING CALLED TO ORDER at 1:01pm**
2. **ATTENDANCE**

**President – Andrea Greenwell**

**Water Manager – Terry Patton**

**Secretary/Treasurer – Marlyss Berkan**

**Susan Patton, Ron La Gatta, Jonathan Beth, Juliana Beth, Paul Gibney, Anna Romano Busco, Giovanni Busco, Carole Fontana, David Fontana, and Ethel See**

1. **OLD BUSINESS** 
   1. Attorney meeting summary

Attorney restated current modular homes built to code can’t be excluded, recommends focusing on fire safety for the community, and advises the company acquires a basic business liability policy. Research on a policy from the California Rural Water Association will be done by the president and shared with the board for a vote.

* 1. ACC needs one more shareholder to move on basic subdivision rules such as defensible space

**Carol Fontana and Giovanni Busco will be on the ACC to make it complete committee.**

* 1. Establish Committee for Road Maintenance?

Not enough participants to move forward- tabled

* 1. Board stipend COLA increase of $50.00/quarter

The next planned board stipend COLA increase to correspond to the next rate increase in April of 2020.

1. **CURRENT BUSINESS** 
   1. Entrance clearing, easement clearing, and road repair

**Company total cost $4,100.00.** **Shareholders attending meeting voiced their satisfaction with Springsteen Construction’s job of clearing the entrance, clearing around the wells, clearing the roadside up to the Ingersoll/Shirley fork, and patching some of the eroded areas of the road.**

* 1. May 4th Wildfire Preparedness Day activity

**$500 grant spent as follows: $160 for chipping piles around the subdivision, $250 towards entrance clearing, $90 for BBQ supplies (meat, water, etc.)**

* 1. Yearly wildfire clearance around subdivision in the future
     1. Bids

**There was only one bid submitted for the final roadside and tank weed-eating job from Jacques Robert. The $750 bid was accepted by unanimous shareholder vote. Voted D/M/V/P**

* 1. Lot owners and defensible space requirement

**Shareholders had the following ideas for future wildfire prevention efforts around the subdivision**

* **For uncooperative lot owners, some suggested using company money to clear lots and then seek reimbursement by lien if need be.**
* **Have Cal Fire assess the subdivision to identify fire hazards and undeveloped lots that need attention.**
* **ACC to work on establishing rules based on Cal Fire standards requiring all lots to be maintained in such a way as to reduce the risk of wildfire and it’s spread. Noncompliant lot owners will be notified and options for clearing presented.**
* **Hiring companies that use goats for brush clearing was mentioned.**
* **Work towards having the surrounding landowners fire clear their land which borders our subdivision (Ingersoll Lumber, LLC and Lucero Vinyard). Call the Lucerio Vineyard to clear brush bordering the Busco’s Lot. Anna Romano Busco will write a letter to these bordering land owner’s and have all shareholder sign it to pass onto Ingersoll and Lucero Vineyard.**
* **Purchase 52 low cost reflectors to put on the trees to guide people out of the subdivision in the case of evacuation at night in smoky conditions. A unanimous yes vote occurred to purchase reflectors at a cost of $1-2 each. Voted D/M/V/P**
  1. Subdivision warning siren program and escape route

**Some shareholders are organizing a simple siren (air horn) signal plan if the subdivision is ordered to evacuate due to wildfire. They plan on doing two test runs, one that will be announced ahead of time and the other without any notice. Some shareholders plan to identify other emergency escape routes from the subdivision if the Ingersoll front entrance is not accessible due to wildfire. A Fire Emergency Plan for the subdivision, which includes potential escape routes, siren information, and local meeting places, to be developed and shared with all shareholders and posted on website. Some shareholders have purchased fire safety items such as face masks and gloves and will share information on where to purchase similar items. A shareholder mentioned that Yuba County has an evacuation notification system for residents in the case of wildfire. Some residents said they are evacuating to the lake if necessary.**

1. **NEW BUSINESS** 
   1. Second rate increase set for April 1st, 2020; although none are plan currently

Any future increases would be due to increases in cost of operation such as PG&E rates increases.

* 1. AB240 financial reserve requirement

We are trying to keep our operating costs down (e.g. now have a shareholder as treasurer at a significantly reduced cost than hiring a bookkeeper) so that we build a reserve of money in case of a major problem such as well failure, tank breach, and/or subdivision pipe replacement.

* 1. Voting

**Andrea Greenwell was nominated to President  Voted D/M/V/P**

**Terry Patton was nominated to Water Manger Voted D/M/V/P**

**Ethel See was nominated to Secretary/Treasurer Voted D/M/V/P**

**Voted to accept the Financial Reports Voted D/M/V/P**

1. Treasurer Report

Marlyss was thanked by the shareholders for her valuable service to the company for the last five years.

Anna Romano Busco suggested a few adjustments to the Quickbooks categories and requested a copy of the company’s 2018 tax forms before they are submitted. Voted to accept the Financial Reports Voted D/M/V/P. Ethel and Marlyss will work together for a smooth transition.

1. Water Manager Report

**Bacteria was absent and arsenic levels have stayed below mandated county standards. Terry took Andrea around the subdivision and showed the tanks and wells. PG&E will turn the power off during high winds and could be out as long as a week.  We have enough water in the tanks to last a week if shareholders conserve.**

1. **Open session**

* **Juliana and other residents have a conflict with “stray” dogs.  One dog has a collar and seems friendly but the other does not have a collar and has displayed aggression. She called animal control but the dogs are gone by the time they show up.**
* **A shareholder suggested hiring a company that uses goats to brush clear dense undeveloped lots. If lot owners don’t clean up themselves, then we do it and then put a lien on the lot.**
* **Jonathan identified an additional area of the front entrance road that needs to be addressed in the future. It has a low spot causing water to pool eroding the road further and acting as a mosquito breeding grounds.**
* **Jonathan volunteered to repaint the marque name board at the front entrance.**
* **Suggestions to plant water/ fire resistance plants along the front entrance and entrance island now that the area is cleared**
* **Terry had a question if Ethel’s husband could look at the Lots?  Washington Hill crew to come and clear? Ethel said he can walk around with Terry and take a look.**
* **Ethel suggested to have a clear Address Number on your house to save time to find each Lot.  Maybe Solar lite signs.**
* **Ethel said she installed trail cameras. $25.00 per camera and suggests one for the main entrance.**

1. **Meeting Adjourned at 2:26pm**

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