

MINUTES OF DIRECTOR'S MEETING

A meeting of the board of directors of Pinon Pines Mutual Water Company was duly called and held on April 15th, 2025, at the Pinon Pines Community Building located at 1001 Coldwater Drive, Frazier Park, CA.

Director's present and participating: Bill Vanek, Vice President; Debbie Smith, Secretary; Roger Huff, Treasurer;

Members Not Present: Brandon Grosh (Zoom), President; Empty Seat, Member-at-Large;

Employees Present: Lee "Chuck" Winagura, General Manager; Santa Carruth, Bookkeeper;

Employees Not Present:

Others Present: Carlos Bravo (Zoom), Self Help Enterprises;

Open Session:

1. **Called to order** at 6:05 PM by Chuck Winagura

Meeting Purpose

Discuss Pinyon Pines Mutual Water Company operations, finances, and ongoing projects.

Key Takeaways

- Quarterly project report for Q1 2025 shows 64% of contractor budget invoiced, with likely timeline extension needed
- Board approved \$1244 credit (with possible additional \$450) for customer erroneously charged as improved lot
- Annual insurance premium increased by \$3,300 to \$17,564
- Electronic Annual Report draft completed; precipitation data shows we have received roughly one quarter in snow water equivalent compared to previous year

Topics

Quarterly Project Report

- 64% of \$3.67M contractor budget invoiced (\$2.35M)
- 65% of total \$4.2M project budget invoiced (\$2.75M)
- Timeline likely to extend beyond current 1,718 days

- Construction completion may be delayed due to MCC switchboard procurement issues
- Change orders include addition of fire hydrant

Fluoride Project Report

- Claim #11 for \$92,398.06 approved
 Roger Huff, Motion to Approve
 Debbie Smith, Seconds
 3 Ayes, 0 Nays, 0 Abstain.
- Daily reports briefly gone through and provided

Old Business

- Previous Meeting Minutes from March 18th approved
 Roger Huff, Motion to Approve
 Bill Vanek, Seconds
 3 Ayes, 0 Nays, 0 Abstain.

Customer Billing Issue

- Property at 1205 Pine Tree erroneously charged as improved lot despite no water service
- Board approved \$1244 credit, with potential additional \$450 at discretion
- Rate to be adjusted to unimproved lot rate of \$125/quarter
- Situation prompts review of other potential billing discrepancies

Financial Review & Insurance Renewal

- March financial report approved
 Roger Huff, Motion to Approve
 Debbie Smith, Seconds
 3 Ayes, 0 Nays, 0 Abstain.
- Annual premium increased from \$14,700 to \$17,564 (+\$3,300)
- Coverage includes errors and omissions for board members

- Still considered one of the more affordable options available

Board Positions and Annual Meeting

- Member-at-Large and President positions still open
- Annual meeting postponed; HOA needs more time to prepare

Operations Coverage

- Approved temporary coverage for May 23-27 while Lee is away
- Manual tank filling may be required due to new equipment installation

Electronic Annual Report (EAR)

- Draft completed; board to review 30-page document
- Precipitation data updated: 113.35 inches snow water equivalent, roughly one quarter of the previous year

Meeting adjourned at 7:39 PM