

**Riviera West Mutual Water Company
Board of Directors' Meeting
Friday, January 16th, 2009
Held at Riviera West Clubhouse**

MINUTES

- I. **CALL TO ORDER:** The meeting was called to order at 6:10 PM. by President Jim Snodgrass.
- II. **ROLL CALL:**
Board Members present:
 - President - Jim Snodgrass
 - Vice President - Dave Worswick
 - Treasurer - Linda McPherson
 - Secretary - Jan Worswick
 - Director – Barb Curtis
- III. **CONSENT CALENDAR:**
Minutes – Motion M/S/C to approve the November 21, 2008 minutes.
- IV. **COMMITTEE REPORTS:**
Officer Reports:
 - President (Jim Snodgrass): Operations and Maintenance. Jim gave an overview of the recent spill from the Clubhouse area tank, explaining that the overflow resulted from a faulty dedicated data line between the tank and the plant. Water Operator, Jerry Lykken, quickly diagnosed the problem and repaired it. With Clear Lake continuing to hover at the 4' level, during the early/mild winter, Jim explained the importance of replacement of our filter media and completing the worm cleaning. Both of these issues are State mandated and both would be more safely accomplished during these low lake levels. He stressed that, although it is important to put money aside for maintenance and emergencies, it is equally important to move forward with our Plant Upgrade Project (even if that means by "bits and starts".
 - Treasurer (Linda McPherson): Financials. Linda reviewed the current financials and ongoing progress in collecting overdue company receivables, announcing that all delinquent accounts have now been notified that she intends to pursue water shut-offs and court options for those homes and parcels who have not brought their accounts current.
- V. **OLD BUSINESS:** See NEW BUSINESS.

- VI. NEW BUSINESS:** President Jim Snodgrass reviewed the recent Complaint against the Company by the Regional Water Control Board for the Central Valley Region and its chronological scope. Jim reviewed the Board's plans to resolve this issue, stressing its 'ongoing' nature. He advised those Shareholders present of the reasons behind waiting for the Open Board Meeting, to discuss the Complaint, and the inherent need for Shareholder discretion in future public conversations. Jim answered questions regarding the process that lies ahead and announced the formation of an Executive Committee to facilitate the discovery and utilization of payables and other records, the attendance at formal State Board Meetings, the on-going communication requirements and the generation and execution of pertinent administrative policies and procedures to prevent reoccurrence. Secretary, Jan Worswick, will be addressing these issues and reporting directly to President Jim Snodgrass. The Board will continue to utilize the Open Meeting venue to discuss information with Shareholders but reminded those present that they are also welcome to call any Member of the Board with occasional inquiries, as personally required.
- VII. OWNERS' FORUM (3 minutes per owner):** Shareholder questions and concerns were addressed by various Board Members, a broad historical overview was pieced together by those former Board Members present and a generous offer of assistance was put forth by Shareholders Kathy Caldwell, Sharon Beeson and Tom Smythe.
- VIII. NEXT MEETING:** Friday, March 20th, 2008, following the Property Owners' Board Meeting.
- IX. ADJOURNMENT:** Motion M/S/C to adjourn at 7:10 PM.

Respectfully submitted,
Jan Worswick