

CHIRIACO SUMMIT WATER DISTRICT BOARD MEETING MINUTES

CSWD Field Office
62-450A Chiriaco Road #C
Chiriaco Summit, CA 92201

Tuesday, January 14, 2014 at 2:00 pm

1. Meeting called to order by Board President Margit F. Chiriaco-Rusche @ 2:07pm

2. **Roll Call:**

- Margit F. Chiriaco Rusche - Present
- Heather Garcia - Present
- Joseph R. Chiriaco - Present
- Diana Ragsdale - Present
- Albert Figueroa - Absent

Quorum was declared.

3. **Approval of minutes from October 8, 2013** - postponed, minutes not transcribed.

4. **Old Business**

- A. **Krieger & Stewart Payments plan** –After reviewing the status of the account of K & S, Mr. Chiriaco made a motion to send an initial payment of \$2,500 and then proceed to make monthly payments of at least \$1,000. Diana Ragsdale seconded the motion. All in favor, motion carries.
- B. **Riverside County Auditor-Controller's Office, Audit Status** – The audit had not been completed, and a letter of engagement had not been produced by any of the CPA firms that the district had contacted. As for the fees to conduct the audit, an estimate of \$12,000 per year (nine years are pending audit) was given by Charles Z. Fedak. President Rusche said she will be in touch with Mr. Paul Kaymark, from Fedak, to further discuss the issue, as the amount given was not a final figure. In regards to the information given to the Auditor-Controller's Office, the District sent a letter on January 10, 2014 (in electronic format, reviewed and signed by president Rusche) to Mr. Paul Angulo, the County Auditor-Controiller. He acknowledged the reception of the letter, detailing a timeline of events up to that day, on January 13, 2014. As of today, no CPA firm had confirmed that they will take the issue in their hands.
- C. **Budget for submission to the Board of Supervisors** – Proposed Budget sent to Linda S. Halley for analysis. Pending answer; will be reviewed at next board meeting. President Rusche said she will follow up on this.
- D. **Review of compliance Item from Grand Jury Report on Compensations & Transparency – Website** –After a brief review of the options presented for the development of a district's website, and the possibility to develop the site in-house with an investment of around \$200 for setup, startup, configuration and domain name registration, Diana Ragsdale made a motion to deploy and maintain the site in-house, and the task fell under the District's Office Assistant. Mr. Chiriaco seconded the motion. All in favor, motion carries.
- E. **Water Rates Change** – Krieger & Stewart is still reviewing the available information sent to them. A final decision cannot be reached at the moment regarding the rates. Will be reviewed future board meetings.

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- F. **Board of Directors Expiring terms** – Of the board members that will renew their terms, Diana Ragsdale had not received her Notice of Appointment. District's Office Assistant will follow up on this and request a replacement notification from the Riverside County Registrar of Voters.
- G. **MemCor maintenance update** – Secretary of the board Heather Garcia will follow up on the needed maintenance of the MemCor Treatment plant and will report to the board on next meeting

3. NEW BUSINESS:

- No new Business were discussed

4. STAFF REPORTS:

- A. **Treasurer's Report** – The District Treasurer presented financial information to the board members, as well as bank account balances. After reviewing the information, the board did not have any question for the treasurer.

5. PUBLIC COMMENTS: No public comments were made.

6. BOARD MEMBERS' REPORTS AND CORRESPONDENCE: No reports or correspondence was presented by members of the board.

7. AGENDA ITEMS FOR NEXT MEETING: March 14, 2014

The following action items were noted for the next meeting:

- Update on the ACO's Audit
- Review information regarding the website for the district – Status update.
- Update on the Board Election Results

8. ADJOURN – Diana Ragsdale made a motion to adjourn the meeting at 2:44PM, Joseph R. Chiriaco seconded the motion; all in favor, motion carries. Next meeting –March 14, 2014 @ 2:00PM.

Minutes by: Heather Garcia, Secretary of the board.
Transcription by: Eduardo Guevara, Office Assistant.