

CHIRIACO SUMMIT WATER DISTRICT BOARD EMERGENCY MEETING MINUTES

CSWD Field Office (Temp. Location)
62-450 Chiriaco Road #7
Chiriaco Summit, CA 92201

Tuesday, May 26th, 2015 at 10:00 am

1. Call to Order: Meeting was called to order at 10:03am

Roll call:

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

Also present were the District's Office Manager (Eduardo Guevara) and the Plant Operator (Hector Sanchez)
All board members present, quorum was declared.

2. Old Business

2.1. Riverside County Auditor-Controller's Office – The need to request unanimously to the County Board of Supervisors (BoS) to be placed in a bi-annual audit was re-briefed. All the board members agreed to present the request in writing to the BoS. Diana Ragsdale made a motion to approve the request, and was seconded by Mr. Chiriaco. All in favor, motion carried. Office Manager will draft the letter and when final, it will be signed by president Rusche and send along a copy of these minutes, when approved as final.

2.2. Water Loss Audit Preliminary Results: A Top-Down preliminary Water Loss Audit (WLA) was conducted by the office manager. Preliminary results show an estimate of 22%. Plant Operator presented the following possible causes for the discrepancy of 1 acre-foot (AF) in four months:

- | | |
|---|---|
| ○ One unmetered connection for irrigation | ○ Construction use |
| ○ Evaporation | ○ Treatment Plant backwash cycles (the more water is used, the more backwash/loss we will have) |
| ○ Periodic flushing of the lines | |
| ○ Fire hydrant | |

Plant operator was requested to estimate as much as possible the figures for the flushing of the lines, the backwash and to install the meter in the unmetered connection, to proceed to calculate how much may be lost in evaporation and how much may be water unaccounted for. Office Manager will follow up. Heather Garcia recommended research on the price of meters for the fire hydrants.

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3. NEW BUSINESS

- 3.1. Board Upcoming Election (up for reelection: M. Rusche and A. Figueroa, 2015-2019). Both members stated they are willing to continue serving as directors. This discussion will be retaken at the next regular meeting on July 14, 2015.
- 3.2. CCR Submission – Office Manager requested board president to follow up by phone to an email sent to MWD requesting the information needed to send the CSWD CCR, due on June 30th. Board President stated she would follow up as soon as the meeting was over.
- 3.3. Request for funding for 2nd Certification – Office Manager requested \$200.00 to set aside to request a T2 exam for Plant Operator, plus the certificate cost. Robert Chiriaco made a motion to approve the request, seconded by Diana Ragsdale. All in favor, motion carried.
- 3.4. Treatment Plant Operation over the Memorial Day weekend: Plant Operator stated that Jose Lemus was in charge of monitoring the Plant over the weekend, and that he was in constant communication with him. Office Manager advised to have Jose Lemus certified should he needed to work further on the plant. Heather Garcia mentioned he needed to be added to the payroll if he would be working with the district.

4. PUBLIC COMMENTS:

- Plant Operator stated that Riverside County would perform an inspection of the treatment plant on June 3rd, and that Jose Lemus would be required to work for a couple of days. He was asked by Office Manager to follow up with him.
- Eduardo Guevara stated that he was made aware by one of the residents, that she would present the required documentation to run for one of the two available seats for the board.

5. BOARD MEMBERS' REPORTS AND CORRESPONDENCE:

Nothing to report from board members

6. AGENDA ITEMS FOR NEXT MEETING: July 14, 2015

No action items were noted for the next regular meeting

7. ADJOURN

Meeting was adjourned at 10:35am, after Margit Rusche seconded a motion to adjourn by Diana Ragsdale. Next regular meeting will be held on July 14, 2015

Minutes by Heather Garcia, Board Secretary.
Transcribed by E. Guevara.