

# CHIRIACO SUMMIT WATER DISTRICT

## Special Meeting Minutes

Tuesday, December 11, 2018 at 7:15:00 pm

Chiriaco Summit Community Center

1. **Call to order** - Meeting was called to order by Board President Margit Rusche at 7:20pm

2. **Roll Call**

Margit F. Chiriaco Rusche

Heather Garcia

Joseph R. Chiriaco

Diana Ragsdale

Claudia Figueroa

Also present:

Eduardo Guevara (CSWD Office Manager)

Mila Spitsyn (RCAC)

John Van den Bergh (RCAC)

3. **Old Business**

3.1. **Rate Review** – John van den Bergh went over the rate study presented to the board (same one already discussed during the 11/13/2018 meeting), and explained how the new rates would allocate money for the different funds which will be established (Debt, Emergency, CIP & Operational Reserve Funds). He also went over the requirements of the Prop 218 Process, including the mailing of notices, and how (and when) the APN owners can protest the rate increase. He stated that if 51% of the APN owners protest, the rate does not move forward; otherwise, the new rates would be implemented. It was noted that the rates will affect only treated water – untreated water sales are not subject to Prop 218 requirements and those rates can be adjusted later on, if required.

After the board reviewed the rate study and there were no questions, Mr. Chiriaco made a motion to accept the rate study and the proposed rates, and the motion was seconded by Ms. Figueroa. The motion passed unanimously. The board instructed the office Manager to prepare the notifications and mail them out on December 14<sup>th</sup>, which would then officially start the Prop 218 process, and the date for the meeting to count the votes/protests was set to February 19, 2019, at 10am, to be held at the Chiriaco Summit Community Center.

4. **New Business**

4.1. Reserve Accounts Policy - A draft of the Reserve Accounts Policy was presented to the board to be discussed and reviewed, to be approved/amended during the next regular meeting on January 11, 2019.

4.2. Prop 218 Notification Letter – A draft of the notification letter for the Prop 218 process was presented to the board. Mrs. Garcia made a motion to accept the letter as presented, and the motion was seconded by Mrs. Ragsdale. All in favor, motion carried. Office Manager will prepare the letters to be mailed on 12/14/2018.

5. **Closed Session** – No Closed Session

6. **Public Comments** – No public comments.

7. **Agenda items for Next Meeting** – None presented by the board to be included as new business.

8. **Adjourn** - A motion to adjourn was made by Ms. Garcia and seconded by Ms. Ragsdale. Meeting was adjourned at 8:10pm.

Meeting Notes by Heather Garcia  
Transcription by Eduardo Guevara