

CHIRIACO SUMMIT WATER DISTRICT

Regular Meeting Agenda

Tuesday, June 4, 2019 at 10:00 am - Chiriaco Summit Community Center

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes from Previous Meetings (03/12/2019, 05/21/2019)**
4. **Old Business**
 - 4.1. Riverside County DEH's recommendations/observations regarding the Water System Operation (2018 Inspection)
 - 4.1.1. Update on advances on pending items – Operations Plan
 - 4.1.1.1. Emergency Chlorination Plan (20160517-5.3)
 - 4.1.1.2. Emergency Disinfection Plan
 - 4.1.1.3. Operation Manual Update – Shift Log (Alarm, dosage adjustments, etc.)
 - 4.1.1.4. Operation manual Update – Emergency/Exception Handling procedures documentation (loss of siphon, power outage, etc.)
 - 4.2. State Grant (Prop 1) Update (20160308-3.1)
 - 4.2.1. Status Update Report from the District's Engineer
 - 4.2.2. Reimbursement Request #2 (2018-10) (20181113-4.5.2)
 - 4.2.3. Reimbursement Request #3 (2018-11) (20190108-4.3.2)
 - 4.2.4. Reimbursement Request #4 (2018-12) (20190108-4.3.3)
 - 4.2.5. Reimbursement Request #5 (2019-02) (20190312-4.3.4)
 - 4.2.6. Reimbursement Request #6 (2019-05)
 - 4.2.7. Reimbursement Request #7 (2019-07)
 - 4.2.8. IID Application (20181113-4.5.3)
 - 4.2.9. BLM RoW re-assignment (JLC to CSWD) (20181127-5.2)
 - 4.3. eAR for 2018 (20190312-5.2)
 - 4.4. CCR for 2018 (20190312-5.3)
 - 4.5. End of Year Bonuses for Employees (Policy/guidelines) (20190108-5.1)

Items Pending Riverside County DEH approval after the April 30th's Inspection

4.6. *Updated piping plan for treatment plant (20180109-4.1.1.2; req. Dec 2017) – pending review/approval*

4.7. *Updated CT Calculations (20180109-4.1.1.4) – pending review/approval*

4.8. *Clear Well Tank Addition (20170912-5.5) – pending inspection*

Tabled Items

4.9. *Hiring an Office Assistant; training and transfer of responsibilities (20170509-4.8)*

4.10. *Creation of the Capital Improvements Plan (CIP) (20170912-5.4)*

4.11. *Vacant Seat in the Board (2019) (20180731-5.4)*

4.12. *Split of JLC Community Facilities connection into irrigation and regular use (20160308-4.2)*

4.13. *Job Descriptions, duties & Responsibilities (20180731-5.5)*

4.13.1. *Job Descriptions (20180731-5.5.1,2,3)*

4.13.2. *Job Performance Reviews Policy & Reviews Schedule (20180731-5.5.4)*

4.14. *Printer lease for the Field Office (20181127-5.1)*

5. **New Business:** Presenters must direct their report to the board. At the conclusion of the presentation, Chair may allow questions. Each speaker must first be recognized by the Chair.
 - 5.1. MND Addendum #2 (CEQA Requirement), D17-02067 - Prop 1
 - 5.2. Riverside County DEH inspection (2019-04-30) Report
6. **Staff Reports**
 - 6.1. **Treasurer's Report**
 - 6.2. **Office Report**
 - 6.2.1. Update on Certification of Plant Operators (20160119-5.2.1) & Continuous Education/Training
 - 6.2.2. Miscellaneous
 - 6.3. **Field Operations Report**
7. **Closed Session**
8. **Public Comments:** Each speaker must first be recognized by the Chair. All persons wishing to address the Board on items not specifically on the agenda or on matters of general interest should do so at this time, and as determined by the chair, speakers may be deferred until a related agenda item is taken for the Board's consideration. Please limit your remarks to 3 minutes.
9. **Board Members' Reports and Correspondence**
10. **Agenda Items for Next Meeting**
11. **Adjourn**