

CHIRIACO SUMMIT WATER DISTRICT

Regular Meeting Agenda

Friday, July 19, 2019 at 10:00 am - Chiriaco Summit Community Center

1. **Call to Order**
2. **Roll Call**
3. **Approval of Minutes from Previous Meeting (06-04-2019)**
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 (20160517-5.3)*
 - 4.1.1.3. **Operation Manual Update – Shift Log (20190604-4.1.1.3;20190312)**
 - 4.1.1.4. Operation manual Update – Emergency/Exception Handling proc. documentation (20190604-4.1.1.4)
 - 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 #4 (2018-12) (20190108-4.3.3)*
 - 4.2.4. *Reimbursement Request #5 (2019-02) (20190312-4.3.4)*
 - 4.2.5. Reimbursement Request #6 (2019-05)
 - 4.2.6. Reimbursement Request #7 (2019-07)
 - 4.2.7. IID Application (20181113-4.5.3)
 - 4.2.8. BLM RoW re-assignment (JLC to CSWD) (20181127-5.2)
 - 4.2.9. MND Addendum #2 (CEQA Requirement), D17-02067 - Prop 1 (20190604-5.1)
 - 4.3. Riverside County DEH inspection (2019-04-30) Report (20190604-5.2)
 - 4.4. CCR for 2018 (20190312-5.3)
 - 4.5. Vacant Seat in the Board (2019) (20180731-5.4)
 - 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. *Split of JLC Community Facilities connection into irrigation and regular use (20160308-4.2)*
- 4.12. *Job Descriptions, duties & Responsibilities (20180731-5.5)*
 - 4.12.1. *Job Descriptions (20180731-5.5.1,2,3)*
 - 4.12.2. *Job Performance Reviews Policy & Reviews Schedule (20180731-5.5.4)*
 - 4.12.3. *End of Year Bonuses for Employees (Policy/guidelines) (20190108-5.1)*
- 4.13. *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. Budget for FYE2020
 - 5.2. CSDA Election Vote
 - 5.3. CSWD General Election – Two seats up for reelection (Mrs. Rusche & Mrs. Figueroa's)
 - 5.4. Backwash Line
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**
 - 7.1. Wages; Bonuses for Employees
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**