

CHIRIACO SUMMIT WATER DISTRICT

Regular Meeting Minutes

Tuesday, September 8, 2020 @ 4:00pm | Joseph L. Chiriaco, Inc. Corporate Office Conference Room

1. **Call to order** – Meeting was called to order by Margit Rusche @ 4:05pm
2. **Roll Call** - Present: Margit Rusche, Claudia Figueroa, Diana Ragsdale, Joseph Chiriaco, Heather Garcia & EG. Quorum was declared.
3. **Approval of previous meeting minutes (2020-07-14)** – Minutes approved as presented (moved by Heather Garcia, 2ND by BC, passed by general consensus).
4. **Old Business**
 - 4.1. **Water system improvement project**
 - 4.1.1. **Status Update Report** – Status Report #11 was presented to the board. There is a delay due to a Right of Way (ROW) issue on the power line expansion which needs to be sorted out between the district and the district's engineer with the county and the BLM. Work in progress.
 - 4.1.2. **Reimbursement Request #08; Reimbursement Request #09** – Request #08 received (check copy attached); Request #09 is under progress, and will be sent to the state as soon as it is finished and signed by the board president.
 - 4.1.3. **IID Application** – Work in progress. Delayed due to a Right of Way issue (related to 4.1.1)
 - 4.1.4. **BLM ROW** – Work in progress. District Engineer is preparing the Project's Plan of Development and will process the require Biological surveys.
 - 4.1.5. **Miscellaneous** – No miscellaneous related to the project were discussed.
 - 4.2. **MHI survey** – Pending response from the state (Water Boards)
 - 4.3. **Budget for FYE2021** – Approved budget was submitted to RivCO ACO's office on 07-27-2020.
 - 4.4. **Biennial Audit (FYE2019 & FYE2020)** – Biennial audit work completed; Management representation Letter was signed by Board President after the board reviewed the Audited Financial Statements draft. Office will follow up with Auditor to finalize and then send the statements to the RivCO ACO's office. The district was billed \$8,000.00 for the audit work (\$7,000 are in reserve to cover the expense; \$1,000 will be used from the general fund).
 - 4.5. **Board Elections** – The Board conducted elections to appoint President, Vice President, Secretary, and Treasurer. Board casted votes on the ballots, and the results were tallied by the board secretary in the board's presence. The following results were obtained:
 - Board President: Margit Rusche
 - Board Treasurer: Claudia Figueroa
 - Board Vice President: Diana Ragsdale
 - Board Secretary: Heather GarciaNo term length was indicated by the board, board will determine next meeting the new election date/period (tentatively, 2 years) [Will require a Board Resolution]
 - 4.6. **Bulk sale of 2MG project (SoCal Gas)** – Proposed \$30,000 Deposit for Proposed So Cal Gas project
 - 4.7. **To 4.9 - Tabled**
5. **New Business** – No new Business
6. **Staff Reports**
 - 6.1. **Treasurer's Report** – Motion to accept made by BC, 2nd by Claudia Figueroa, passed (Note: Credit Card statement reconciliations not included due to their billing cycle not closing until later this week)
7. **Closed Session** – No closed Session
8. **Public Comments** – No public comments
9. **Board Members' Reports and Correspondence** – None
10. **Agenda Items for Next Meeting** – None requested by the board
11. **Adjourn** - Motion to adjourn made by Joseph Chiriaco, 2nd by Diana Ragsdale, meeting adjourned by Margit Rusche @ 4:56pm. Next regular meeting, November 10th, at 4:00pm.

APPROVED



APPROVED NOV 10 2020
By Deputy Board Secretary, E. Alvarez

Meeting Minutes by Heather Garcia