

# CHIRIACO SUMMIT WATER DISTRICT

## Regular Board Meeting Minutes

Tuesday, January 10, 2023 at 4:00pm – Joseph L. Chiriaco, Inc. Corporate Office Conference Room

APPROVED MAY 9 0 2023

1. Call to Order

Call to order by MR @4:03pm

2. Roll Call

Present: Margit Rusche, Joseph Chiriaco, Diana Ragsdale; over the phone: Heather Garcia, Patrick O'Dowd

3. Approval of Minutes from Previous Meetings

- Regular Meetings 2022-05-17, 2022-07-19, 2022-09-20 & 2022-11-15 - **Tabled**
- Special Meeting 2022-06-01 & 2022-08-11 - **Tabled**

Board Secretary to turn in draft meeting minutes  
notes to office Manager for edition and formatting  
before the end of the week

4. Old Business

4.1. State Project D17-02067-2018 (20160308-3.1)

4.1.1. Status Update Report from the District's Engineer

Status Update #20 was presented.

4.1.2. IID Application (20181113-4.5.3)

No Updates. \$20,000.00 still pending payment for the IID engineering fees.

4.1.3. BLM RoW Expansion to 5 acres (20181127-5.2)

District looking for a bond company to provide the required \$500,000 bond to the BLM. The approximate cost, per year, for the district would be 10% of the bond, \$50,000.

4.1.4. Misc.

4.1.5. Bridge Loan for State Project (20210914-5.01) - **Tabled**

4.1.5.1. Debt Policy (20220517-5.2) - **Tabled**

4.1.5.2. Updated Resolution to Borrow (20220517-5.1) - **Tabled**

4.1.6. Bidding Process / Construction Contractor Updates (20220517-4.1.5)

Contractor still waiting on finalized executed contract from the state. State waiting on the district's legal counsel to provide the opinion letter and the BLM to finalize the expansion of the right of way.

4.2. Biennial Audit (20220601-5.1)

Audit is still under progress. The auditor has finished and is expected to provide the draft audited statements in the upcoming weeks. No issues were found during the audit.

4.3. CRA shutdown (20220811-5.2)

CRA 24 days shutdown will start on February 1<sup>st</sup>. Residents have been notified of shutdown conditions and standard measures will be taken. Reservoir area will be closely monitored. Three 20,000 water tanks on site left from the SoCal gas project will be used as a backup (with their permission, at no cost) since our steel storage tank is unusable.

5. New Business

5.1. Calendar of meetings for 2023

Board stated that the meeting schedule would be moved to the third or possibly fourth Tuesday of the month. It will be decided during the next meeting.

5.2. Hiring office and treatment plant additional staff

President Rusche is looking into the possibility of hiring part time additional staff from a staffing company specialized in water systems, Water Workforce. They will present a proposal which will be analyzed during the next meeting.

5.3. LAFCO Election

LAFCO sent information about an upcoming election; the vote will need to be cast by the board president the next meeting.

6. Staff reports:

6.1. Treasurers Report:

Tabled. No treasurer Report was available on time for the meeting (this is the reason for the idea of moving the meeting date to later in the month).

7. Closed Session

No Closed session

8. Public Comments

No public comment

9. Board Members Correspondence

No Board members' reports or correspondence

10. Agenda Items for Next Meeting

No new items proposed for next meeting.

11. Adjourn –

Motion to adjourn made by Joseph Chiriaco, 2nd by Diana Ragsdale, passed, meeting adjourned @ 4:25pm

During Board Regular Meeting  
E. Guevara  
Deputy Board  
Secretary

Meeting Minutes by Heather Garcia;  
Formatted and edited by Eduardo Guevara;

APPROVED