

CHIRIACO SUMMIT WATER DISTRICT

Regular Board Meeting Minutes

Tuesday, September 24, 2024 at 4:00pm – Joseph L. Chiriaco, Inc. Corporate Office Conference Room

1. Call to Order

Call to order by MR @ 4:01pm

2. Roll Call

Present: BC, DR, MR, HG, PO

3. Approval of Minutes from Previous Meetings

Special Meeting 2024-09-09 - motion to accept minutes from meetings held on 9/9/2024 made by BC, 2nd by PO, passed

4. Old Business

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

4.1.1. Reimbursement Request

Request #16 form 261 reviewed, approved, and signed. Office Manager will follow up with District Engineering firm.

4.1.2. IID Application (20181113-4.5.3)

Still in progress. IID to provide updated invoice reflecting increase in costs since 2019. New CSP application for offsite mitigation to be submitted to IID

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

In Progress.

4.1.4. Bank account for construction project

Opened; completed

4.1.5. Debt Policy (20220517-5.2)

Authorized previously, bank provides standard form, sec is directed to pull minutes and board to sign that resolution

An extension for the Loan Commitment from RCAC was obtained, at a cost of \$250.00 (reimbursable Expense).

4.1.6. Bidding Process (20220517-4.1.5)

Selected bid approved by a motion made by PO and seconded by DR; construction company will be informed of the executed contract for construction. Agenda item will be renamed to "Construction Contractor Updates (20240924-4.1.6)"

4.2. Rate Study

Motion to adopt rate study recommendations; mail notices 10/18 and schedule public hearing on 12/3 made by PO, 2nd DR, passed

4.3. Biennial Audit (FYE2023 & FYE2024)

Audit engagement letter, motion to approve hg, 2nd PO, passed and signed by MR.

5. New Business

5.1. Budget for FYE2025

Motion to adopt budget made by PO, after new rates implemented, 2nd by BC

6. Staff reports:

6.1. Treasurers Report:

No questions from the board on the presented report. Financial report discussed and accepted.

7. Closed Session

In @ 4:36, out @ 4:48, decision to raise wages as follows: maint aide raised to \$20/hr; treatment plant operator raised to \$26.50/hr; office staff raised to \$26.50/hr

8. Public Comments

No public comment

9. Board Members Correspondence

No Board members' reports or correspondence

10. Agenda Items for Next Meeting

Next meeting date: changed from Nov 26 to Tuesday Dec 3, 2024, followed by public hearing at 5 pm to discuss proposed rates.

Board secretary is directed to distribute a list of meeting dates for 2025 that are for the 4th Tuesday of odd months, tentatively at 4:00pm, meeting place staying the same as is.

11. Adjourn –

Motion to adjourn made by BC, 2nd by DR, passed, meeting adjourned at 4:56pm

APPROVED
SEP 25 2024

Chiriaco Summit Water Dist.
1 | Regular Board Meeting
By: Eduardo Guevara
Deputy Board Secretary

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