

Meeting Minutes

MTG. DATE & TIME

Tuesday December 17, 2024 @ 6:30 p.m.

LOCATION

District Office 6850 Airline Hwy

PUBLIC COMMENTS DURING PUBLIC COMMENT PERIODS AND PUBLIC HEARINGS

During Public Comment, anyone may speak for a maximum of three minutes. For items on the agenda, members of the public have the opportunity to speak for a maximum of three minutes during the public hearing on that item.

• **CALL TO ORDER**

Director Schmidt called the meeting to order at 6:31 pm.

• **ROLL CALL**

Director Kelly, Director Watson, Director Schmidt, Director Maroney, Director Rule were all present.

GUEST

Greg Alvarado, Yvonne Carporagno

• **PLEDGE OF ALLEGIANCE**

Director Schmidt led the flag salute.

• **PUBLIC COMMENT**

No Public Comment

• **DIRECTOR APPOINTMENTS**

- Directory Schmidt subscribed oath of office and swore in Director Kelly, Director Rule, and Director Watson.
- Director Kelly & Director Rule were appointed for a four-year term ending 12-1-2028. Because Director Watson was unable to submit her election documents (to the elections office) before the due date, she was appointed for a two-year term ending 12-6-2026.

• **ANNUAL REORGANIZATION**

- Nominations and Elections of Board Officers
- President: Director Kelly motioned to nominate Ed Schmidt for President Director Rule Seconded motion carried 4-0 Ed Schmidt abstained.
- Vice President: Director Rule motioned to nominate Robert (Bud) Kelly for Vice-President Director Maroney seconded motion carried 4-0 Robert Kelly abstained.

• **ACKNOWLEDGEMENT OF AGENDA POSTING**

Office Manager acknowledged posting the agenda per the Ralph M. Brown Act requirements, on Thursday December 12, 2024.

• **APPROVE AGENDA**

Director Maroney motioned to approve the agenda as presented, Director Watson Seconded. Motion Carried 5-0.

MINUTES

Meeting Minutes of November 19, 2024.

A motion made by Director Kelly to approve the Meeting Minutes of the November 19, 2024 meeting as presented. Director Maroney seconded the motion. Motion Carried 5-0.

1. REPORTS **FINANCE REPORT**

- **Financials**

The Accountant, Yvonne Carporigno, reported that financials are posted and currently in currency there is \$1,833 in principal checking account plus receivables in the amount of \$14,000. She also provided written financial reports and emphasized that the year-end reports did not include cost for permits and insurance which will need to be fractured in the totals. The Account asked the board to pay close attention to the monthly deficits of \$5,159.00 for water and \$4,438.00 for waste water. These reports clearly indicate the need for a 218 increase to cover the monthly deficits.

- **Bills for approval**

The Board was presented with a total of \$70,692.35 in bills for approval. Given that there are \$1,833.00 cash in the bank and \$14,000 in A/R coming in, a total of \$13,936.16 was approved for payment, by a motion made by Director Maroney and seconded by Director Watson. Motion carried 5-0.

(Approved bills \$1,080.00 Best Road Mutual Water Company, \$33.16 to SBC Mosquito Abatement, \$3,945.00 State Water Resources Control Board (Water), \$8,878.00 State Water Resources Control Board (Waste Water).

- **Checks for ratification**

Director Maroney motioned to ratify checks written for payment prior to the meeting in the amount of \$16,350.23 for November 2024, seconded by Director Watson Motion carried 5-0.

2. DISTRICT OFFICE REPORT

- **Reminder Notices/Delinquent Accounts/Shut off notices**

Office Manager reported that there were three (3) shut-offs in December 2024, on January 10, 2025 five (5) late notices were sent out. The well depth measurement is at 36' for December 2024.

3. BOARD MEMBER'S REPORT

- **Water System Planning/Consolidation Status Report.**

The Office Manager provided meeting notes from the meeting held earlier in the day.

4. GENERAL MANAGER (QUARTERLY REPORT FROM BRACEWELL)

Office Manager reported that at the September 25, 2024 Special meeting, she was appointed as the temporary acting General Manager until a more permanent solution can be found. A written report was provided of all maintenance and repairs completed and in progress.

5. OLD BUSINESS

- **8515 Southside Road Repairs- FEMA Funding update**

The Office Manager reported that a request for an extension was submitted with supporting documentation to Cal OES (State of California). An email acknowledging receipt of request was received. An email was received requesting a date for the extension. Office staff reminded the State that the district was waiting for the requested funds to complete the repairs. The State Representative stated that he will follow up on the status of districts request for reimbursement. Meanwhile, the districts project's completion date will be placed on hold until funds have been released.

- **Lead Copper Rule Status Update**

The report was submitted to the State electronically. On a state annual electronic report there was 121 connections reported, however on the Lead Copper Report, the district is reporting 116 connections. The State is requesting an explanation why these five connections were omitted from the initial report. Additionally, the State is also requesting the addresses of the five connections. Staff is currently gathering this information.

Unauthorized Connections

The Office Manager reported that the un-authorized connection remains cut & capped. Furthermore, the unit is not permitted is listed as a detached garage by the Building Department.

- **RCAC Request for Assistance with Income Survey**

All the requested documents and information have been submitted. Both RCAC and State have indicated that they will inform the district if assistance is needed. All information and documents must be approved by the state representative before distribution. It will be approximately 60 days before project is ready for distribution.

6. NEW BUSINESS

- **Customer # 0583-04 6860 F Street Requests to add a new bathroom.**

Customer # 0583-4 at 6860 F Street would like to add a second bathroom. Customer states there are currently 7 people in the home sharing one bathroom. Customer would like to assure the board that the same 7 people will be using the second bathroom. Director Rule motioned to ask customer for a full schematic with a clear indication where the bathroom will be located. This schematic can then be sent to the State for further clarification motion seconded by Director Kelly. Motion Carried 5-0.

- **ADU Units Update**

The Office Manager reported that to date two connections have been identified

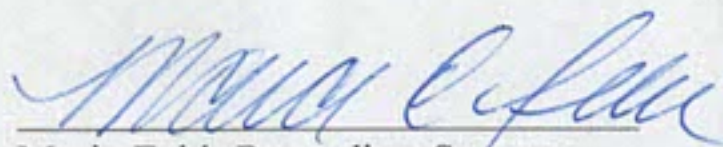
1. 6864 F Street second detached unit in the back. It appears to have been built in the 60s or the same time as the home.
2. 7129 1st Street has a separate unit in the back. It appears to have been built at the same time as the main home.

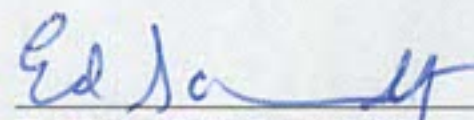
- **218 Draft**

A 2018 draft narrative was presented to the board for review. Director Kelly recommended that an ad hoc committee come together to further review the 218 draft. The Ad hoc committee will consist of Director Maroney and Director Watson. The Committee will be working closely with Accountant Yvonne Carporagno.

7. ADJOURNMENT

Adjourn to next Regular Meeting on Tuesday January 21, 2025 at 6:30. Director Kelly motioned to adjourn; Director Watson seconded at 8:35 P.M. Motion carried 5-0.


Maria Fehl, Recording Secretary


Ed Schmidt, President