

**WYNOLA WATER DISTRICT  
BOARD OF DIRECTORS  
MINUTES**

**FOURTH FISCAL QUARTER MEETING  
FISCAL YEAR 1999-2000**

**9:00 A.M., Saturday, April 15, 2000  
THE MITCHELL RESIDENCE:  
1449 SPRINGVIEW ROAD  
SANTA YSABEL, CA 92070**

1. **Attendance:** The meeting was called to order at 9:11 a.m. Those attending were: George Ellis, President, Malcolm Dyos, Vice President, Bob Franke, Robert Gans, and Ray Mitchell, Directors. Guests attending were John Minech, Norman Bild.
2. **Approval of Agenda:** A request to change item #3 to read the "Third" Fiscal Quarter Treasurers Report. Also, an addition to item #6 was a Discussion on the JPIA Liability Review, which occurred on April 4, 2000. A motion by Director Franke, a second by Director Gans, to accept the Agenda with corrections noted was passed.
3. **Approval of Minutes:** The Minutes of the January 15, 2000 Meeting were reviewed. Request was made from Director Mitchell to correct the spelling of the last names of Jack McMahan and Norman Bild. Also, in the first paragraph on the second page, Barbara Keresztury's title is to be changed from "Certified Water Operator" to Water Sampling Service. President Ellis requested the last line in item #3 and between the commas in item #9 be deleted. A motion by Director Dyos was made to accept the Minutes with corrections and seconded by Director Mitchell.
4. **Treasurer's Report:** President Ellis gave a quick overview regarding #6a under New Business, relating the events of his meeting with Rebecca Luers and her recommendation to put the District's accounting information into a suitable computer program. President Ellis and Mrs. Luers agreed on Quickbooks Pro2. President Ellis directed the Board Secretary to issue the end-of-year reports to all members as soon as they are available. Director Gans committed to customizing the reports to reflect the Board's wishes, which included showing the amounts on an accrual basis rather than a cash basis. Director Gans then went on to explain the report. A motion to approve the Treasurer's Report was made by Director Franke and seconded by Director Gans to approve as amended.

5. **Water Operations Report:** Directors Franke and Mitchell presented the quarterly operations report. A significant item was the work on Well #3 to bring it back to operation. It was decided to deepen the well to 750 feet and install new well shaft pipe, new wire with a grounding circuit, two check valves and a wire splice kit. Total cost for this was \$3,360. The report also included information on the meeting Director Mitchell had with an inspector from ACWA Joint Powers Insurance Authority and her three “concerns” for compliance.
  
6. **Old Business:** Item a: Update on County Environmental Health Inspection Report. President Ellis distributed a copy of his letter to Paul Schlitt, Environmental Health Specialist with the County of San Diego. In his letter, President Ellis addressed Mr. Schlitt’s concerns about certain deficiencies found with our operations and offered a remediation plan. President Ellis also distributed a copy of a memorandum from Mr. Schlitt regarding our 1998 Consumer Confidence Report for Wynola Water District. President Ellis requested that Directors Franke and Mitchell collect the data for the 1999 report, which is due July 1, 2000. It will then be forwarded to Mr. Schlitt.
  
7. **Water Availability Subcommittee Report:** Vice President Dyos supplied the Secretary with his findings, and this report will be reproduced and distributed to Board members at President Ellis’ request. Vice President Dyos reported that with the equipment and measuring devices available, comparisons between the quantity of water pumped (10.20 million gallons) and that which is sold (10.17 million gallons) is minimal. Vice President Dyos expressed the desire to rent or purchase a piece of equipment that would record the time and amount of peak usage. The Board agreed that this would be worth exploring. Vice President Dyos was given the lead on finding this equipment. President Ellis thanked Vice President Dyos for this important information and encouraged him in the continuation of this study to find the actual peak hourly demand.
  
8. **Miscellaneous Old Business:**
  - a. Water Permit – has been received, the Secretary will retain this in the Water Board Files.
  - b. Letter to Attorneys re: termination of services, Director Gans to develop a letter and pass to President Ellis for approval.
  - c. Emergency Telephone Numbers – a list of all lot owners and their preferred emergency letters is to be developed by the Board Secretary. She is to prepare a letter and have President Ellis approve it, and include it in the next quarterly billing.
  - d. Lot #, Name, & Address List – Board Secretary to create a file using the Excel program that consists of each of these items and

can be sorted by each category. President Ellis to have last look at it before distribution to Board Members.

- e. Insurance – Vice President Dyos is researching the possibilities.
- f. Review of Insurance Files – President Ellis is currently in the discovery phase of this project.
- g. Termination of Water Service for Cause – Director Gans is to produce a letter to County Counsel, with President Ellis' input, requesting information on the Board's right to cease water service for non-payment.

**9. New Business:**

- a. Transfer of District Internal Bookkeeping to Quickbooks Pro 2 Software – Completed. Rebecca Luers to provide on-going training and technical oversight and review of district procedures.
- b. Water Quality Consumer confidence Report – Directors Mitchell and Franke have the lead on compiling data.
- c. District Funds Placement – Director Gans to research alternatives and make recommendation to the Board.
- d. JPIA Liability Review of April 4 – President Ellis distributed a handout and explained that he will sort out the statements in the first 2 paragraphs as well as contact ACWA to see what services, including attorney services, are available to members. President Ellis will be our District liaison with this organization.
- e. Independent Contractors – Primarily regarding the Board Secretary, discussion was held as to whether the Board needs to provide Worker's Compensation for the Secretary. Director Gans expressed his opinion that if the Secretary provides the Board with a written contract for services as well as monthly invoices and a yearly 1099 is generated that there may not be a need to provide this insurance. Director Gans to work with President Ellis on generating a letter to ACWA with the explanation.
- f. Written Agreements for Contractors – Specifically Ransom Pump. This item was continued to the next meeting.
- g. Director Dyos – Announced that he will not be returning as a Director when his term expires in June, 2000 and suggested that the Board begin its search for a replacement. President Ellis expresses his disappointment in losing the fine, hard-working Director and thanked him for the advance notice. This will be an agenda item at the next quarterly meeting.

**10. Adjourn:** A motion was made by Director Franke and seconded by Director Dyos to adjourn the meeting at 11:59 a.m. The motion passed unanimously.

Respectfully Submitted,  
Joyce Gans  
Board Secretary

**COMMUNITY SERVICE AREA 16  
ADVISORY BOARD  
FOURTH FISCAL QUARTER MEETING  
FISCAL YEAR 1999-2000**

9:00 A.M., SATURDAY, January 15, 2000  
THE MITCHELL RESIDENCE:  
1449 SPRINGVIEW ROAD  
SANTA YSABEL, CA 92070

1. **Attendance:** The meeting was called to order at 12:01 PM. Present were George Ellis, President, Malcolm Dyos, vice President; bob Franke, Robert Gans, and Ray Mitchell, Directors. Guests attending were John Minech and Normal Bilt.
2. **Agenda:** President Ellis requested a motion to accept the Agenda as presented. A Motion was made by Director Franke, and seconded by Director Mitchell. Passed.
3. **Minutes:** Correction requested in the spelling of Jack McMahan's name. Correction was noted by Secretary. President Ellis requested a motion to accept the Minutes of January 15, 2000 with corrections. A motion was made by Director Mitchell and seconded by Director Franke.
4. **Romero Report:** President Ellis gave an overview of his discussion with Robert Romero, our County Liaison as well as distributed a handout regarding the Dissolution of County Service Areas. President Ellis explained to the Board that this is basically just a name change for us, all contacts and agencies will remain the same. President Ellis also discussed with Mr. Romero, the need to have the poorly done patch of asphalt on Springview repaired to resemble the rest of the street. Mr. Romero said that the repair is scheduled for the next Fiscal Year in July or August. President Ellis plans to send a letter to Mr. Romero prior to the start of the next Fiscal Year 2000-2001 addressing items that the Board expect to be completed during that Fiscal Year.
5. **Adjourn:** At 12:17 p.m., the meeting was adjourned by unanimous vote.

Respectfully Submitted,

Joyce E. Gans  
Secretary

COVENANTS, CONDITIONS, & RESTRICTIONS  
CONTROL COMMITTEE  
FOURTH QUARTERLY MEETING FY 99-00  
SATURDAY, APRIL 15, 2000  
IMMEDIATELY FOLLOWING CSA-16 MEETING  
THE MITCHELL RESIDENCE  
1449 SPRINGVIEW ROAD  
SANTA YSABEL, CA, 92070

Members requested to postpone this meeting to enable the establishment of a formal system for plan review. A request was made for a special meeting. President Ellis agreed and stated that a meeting will be held in the next 2 weeks and an agenda posted.