

**WYNOLA WATER DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES**

9:00 AM, Saturday, January 16, 2015
1634 Oakforest Road, Santa Ysabel, CA 92070

President Bernard called the meeting to order at 9:02 A.M. Board Members present were: Jo Ann Bernard, President, Ray Mitchell, Water Quality Operations, Mike Asmussen, PRD-16 and Tom McDonough. Director Bainbridge was excused. Staff attending were Robert Gans, Treasurer and Joyce Gans, Office Manager. Guests were property owners Tim Taschler and Coko Brown.

1. Approval of Agenda: Director Mitchell asked that certain additional required water testing be added to the agenda. He then moved to approve the agenda as amended. Director Asmussen seconded. The motion passed.

2. Approval of Minutes of Regular Board Meeting of October 24, 2015:

- a. Director Mitchell moved to approve the minutes. Director Asmussen seconded. The motion passed.

3. Old Business:

- a. President's Report. President Bernard reported that Norm Bild is having kidney surgery. Steve and Karen Kinkcaid are purchasing Lot 55. Larry Roa has purchased a chipper that he may make available to the community. Basically, the entire neighborhood is doing well.
- b. Water Operations and Testing. Director McDonough presented the Operations Report in the absence of Director Bainbridge.
 - 1) Well Production Data Review. The wells are up slightly except for #5. Wells #9 and #10 are good producers. Well #11 pumps okay but shuts off randomly after 45 to 60 minutes. The District is meeting its conservation goals by a nice margin.
 - 2) Well #6 is not worth repairing. Its official status will be changed to "inactive".
 - 3) The pressure tank replacement work should start by mid-February. It is expected that people may need to boil their water for a few days while waiting for test results, but that we should only be totally without water for a day or two. A notification letter of formalized start date will be sent to all customers.
 - 4) The 65,000 gallon storage tank has a leak and has been drained. Superior Tank will fix this leak at the same time as it is replacing the pressure tank.
 - 5) Tank 1 and 2 well supply line valves have been replaced.

- 6) SDG&E may be requiring us to convert to “time of use” metering, where electricity rates during peak usage hours may be higher than at other times. All our wells are classified as “commercial” for purposes of determining electricity billing rates.
- 7) Lot #5 had a major leakage, resulting in a large water bill.
- 8) Lot #17’s meter is not working and will be replaced by Directors Bainbridge and McDonough

c. Request for Donation.

The Wynola Estates Fire Safe Council had requested a donation toward its formation costs, but that request has been withdrawn at the current time.

4. Financial/Office Report:

- a. Treasurer Gans presented the financial report for the quarter. Water Sales are lower than budgeted, due to conservation efforts. All expenses are close to budget, except for capital replacements, where about \$135,000 for the pressure tank replacement is anticipated.
- b. 1099’s and Form 700’s are due soon. Treasurer Gans will prepare them for submission.
- c. The Annual Administrative Calendar was reviewed. The District is on schedule with its obligations.
- d. An updated Telephone Tree was distributed.
- e. Office Manager update. Neighborhood has been quiet, no complaints recorded and most residents are paying on time.
- f. HOA changes/impact on Water District (billing, sharing of customer contacts). Tim Taschler completed a search for new board members by contacting all residents and has formed a new Board. It is expected that the cooperative relationship between the Water Board and the HOA will continue.
- g. Water Board liaison to the HOA. President Bernard will be the liaison, provided that this would be consistent with the Bylaws of both organizations. Director Asmussen will serve as the Water Board Liaison to the Fire Safe Council.
- h. Director Mitchell advised the Board that additional chemical testing of the water was required this year, at a cost of about \$2,315.
- i. President Bernard noted an error in the financials where there was a credit card charge of \$500. [This error has since been corrected.]

5. New Business:

- a. Water Availability Fee Increase. The subject of proceeding with the previously approved increase of the Water Availability Fee was discussed. The Board voted to increase this fee from \$150 to \$275 at the July 20, 2014 Board Meeting, and the increase was presented at a public hearing on

December 20, 2014, along with increases in the water usage rates and in the quarterly maintenance fee. Treasurer Gans pointed out that this increase was recognized as necessary and was approved well before the District's current financial crisis, where our cash reserves are being severely depleted by the pressure tank replacement project and revenue has dropped with conservation efforts. He emphasized that it is important that the District follow through in implementing this increase. Treasurer Gans and Tim Taschler offered to begin the process of the Water Availability Increase while Directors Bainbridge and Bernard are occupied with the pressure tank replacement project.

In view of Director Bainbridge's not being able to attend this meeting, a final decision on additional revenue implementations was postponed.

6. Office Manager Change

- a. President Bernard emphasized that, in any case, the District needed to try to find areas where it could save. She named as examples, the two contract positions of Office Manager and Water Quality Operations Manager, suggesting that the Board might try to fill these positions with volunteers. Tim Taschler then volunteered to become the Office Manager, at no cost to the District, and to serve for a minimum of three years. His offer was accepted. Director Bernard and Treasurer Gans will assist Joyce Gans and Tim Taschler with the transition until the end of February to assure an orderly transition of her Office Manager functions. The Board expressed its appreciation to Joyce for her faithful service since 2000.

7. Adjourn:

The next regular quarterly meeting of the Board was set for 9:00 AM, Saturday, April 16, 2016, at a location to be determined.

There being no further business to discuss, upon motion by Director Asmussen, seconded by Director Mitchell, and passed unanimously, the meeting adjourned at 11:25 AM.

Respectfully submitted,

Joyce E. Gans

Joyce E. Gans
Office Manager

PRD-16 ADVISORY BOARD

Quarterly Meeting
January 16, 2016
1634 Oakforest Road, Santa Ysabel, CA 92070

MINUTES

President Bernard called the meeting to order at 11:30 AM. Board Members present were: Jo Ann Bernard, President, Ray Mitchell, Water Quality Operations, Mike Asmussen, PRD-16 Liaison and Tom McDonough. Guests were property owners TimTaschler and Coko Brown. Staff attending were Robert Gans, Treasurer and Joyce Gans, Office Manager.

1. Approval of Agenda: Director Mitchell made a motion to accept the Agenda. Director Asmussen seconded. The motion passed unanimously.

2. Approval of Minutes: Director Mitchell moved to approve the minutes of the PRD-16 Advisory Board meeting of October 24, 2015. Director McDonough seconded. The motion passed unanimously.

3. Road Issues:

- a. Director Asmussen reported that the County has been working on repairs to the drainage problem in a drain culvert on Oakforest.
- b. The roads have been marked for patching by the County, where needed. The work is now scheduled for July 2016.
- c. The Cal Trans has re-installed the Yield sign at the intersection of Springview and Mountainbrook.
- d. Fog has been quite thick on a number of recent occasions. The idea of installing additional reflectors along the sides of the roads was discussed. Director Asmussen will see if this can be done.

4. Adjourn:

There being no further business to discuss, upon motion duly made by Director Mitchell, seconded by Director Asmussen and passed unanimously, the meeting adjourned at 11:40 AM.

Respectfully submitted,

Joyce E. Gans

Joyce Gans, Office Manager