

**WYNOLA WATER DISTRICT
BOARD OF DIRECTORS
MEETING MINUTES**
9:00 AM, Saturday, July 9, 2016
Jeremy's On The Hill, Santa Ysabel, CA 92070

President Bernard called the meeting to order at 9:04 A.M. Board Members present were: Jo Ann Bernard, President, Jack Bainbridge, Vice President/Operations, Ray Mitchell, Water Quality Operations and Mike Asmussen, PRD-16. Tom McDonough, Operations was absent. Tim Taschler, acting treasurer and office manager was present as were property owners Debbie Bainbridge, Rick Strait, Bill Stovall, Jean Resetco, the Geckelers, the Gans, Joseph Chao, the Segnis, Dan Richards, the LeMerts, Coko Brown, Norm Bild, the Wickers, and Maura Maloof.

1. **Approval of Agenda:** Director Mitchell moved to approve the agenda with the addition of item 4(f) Conflict of Interest Code and Director Bainbridge seconded. The motion passed.
2. **Approval of Minutes of Regular Board Meeting of April 23, 2016:** Director Mitchell moved to approve the minutes with an edit to item 6b changing the date from 2106 to 2016 and Director Bainbridge seconded. The motion passed.
3. **Water Operations Summary – Director Bainbridge:**
 - a. Well Level Report: (see Well Level Charts) Water levels as of June 30, 2016 have started to drop with the end of the rainy season and increased usage starting in June. The average water level in our two largest producing wells is a little lower than the last 2 years at this time.
 - i. Rainfall for the 2015/16 rainy season (July 1, 2015 to June 30, 2016) was 18.3 inches compared to 15.4 inches for last year and 16.4 inches the previous year.
 - ii. Well #5, our static monitoring well, is 6 feet higher than last year at this time. (It is 142 feet lower than the record high measured in April 2012.)
 - iii. Well #9, our largest producer, is 6 feet higher than last year at this time. (It is 372 feet lower than the record high measured in September 2011.)
 - iv. Well #11, our second highest producer, is 27 feet lower than last year at this time. (It is 331 feet lower than the record high measured in November 2011.)
 - b. Conservation Status Report: (See Water Production 2016 vs. 2015 Chart) The State has determined that the emergency water conservation order is to be replaced by conservation targets developed by each water district based on the individual water districts water availability. Since WWD's only source of water is ground water and based on well levels being a little lower than last year, it appears that we will need to target water usage at or below 2015 levels.
 - c. Spike of Water Usage in June/Usage Summary to Customers E-mail Report
 - i. Water Demand spiked the first 2 weeks of June: (See Daily Demand Chart) From June 3 to June 10 daily water demand was between 20,000 and 39,000 gallons per day as compared between 10,000 and 20,000 gallons/day for the rest of the quarter. Almost double the daily demand. Usage dropped down to around 20,000 gallons per day average for the rest of June. (One customer reported a leak during that period and their usage was roughly 30,000 gallons higher than their typical usage for the current quarter. A second customer reported a leak and their usage was roughly 80,000 gallons above their typical quarterly usage but it was difficult to determine the duration of the leak.) Pumping Hours per day also shot up during the peak usage days and hourly well production dropped off. The 39,000 gallon day was a real concern because the small water storage tank only has a capacity of 44,000 gallons.
 - ii. Requested approval to e-mail a conservation notice to each customer along with an individual usage history by quarter from 1st quarter 2013 through 2nd quarter 2016.
 - d. Storage Tank Refurbishment Project/Water Systems Control Report
 - i. Large Storage Tank: On May 16, 2016 we signed a contract with Superior Tank Solutions (STS) for the Large Tank Refurbishment (\$76,976). Drawings have been prepared and submitted for fabrication. WWD has conferred with San Diego County Department of

Environmental Health and obtained approval of the testing requirements for returning the tank to service once the work has been completed.

- ii. Small Storage Tank: On May 12, 2016 we signed a contract with STS for the Small Tank Interior Coating Refurbishment (\$38,496). This work is planned for January/February 2017 during the rainy season.
- iii. Automatic water level well controls: We currently only have automatic well controls in the large storage tank. With this tank out of service, we have had to go to the pump house and manually start and stop the wells 2 to 4 times a day. WWD has contacted 4 different contractors to install an automatic water level control system in our small storage tank so that we have a backup to the controls in the large tank and allow automatic operation for when either tank is out of service. Three indicated they would provide a bid. To date one contractor has provided a very high bid for the work, a second contractor has indicated they are still working on the bid, and the 3rd contractor has stopped returning our calls.

4. **Financial/Office Report:**

- a. President Bernard announced the resignation of Bob Gans as Treasurer and made a motion that Tim Taschler be made Treasurer. Ray Mitchell seconded and motion was approved.
- b. Treasurer Taschler reported that the FY2016 loss was \$71,000, due primarily to \$220,000 being spent on capital equipment.
- c. Taschler reported on the special assessment as follows: 53 paid in full, 8 paid half, 17 paid one quarter, 4 were special circumstances and 2 had not paid or responded (one of those being a household where both owners had recently passed away).
- d. Taschler submitted the FY17 budget which projected a loss of \$47,000 due primarily to \$52,000 in capital equipment expense. Director Bainbridge made a motion to accept the FY17 budget as presented and President Bernard seconded, motion approved.
- e. Taschler asked for volunteers to form a Financial Planning Committee he would chair to assist in preparing a 3-5 year financial plan for the district. Director Bainbridge motioned said committee be formed, Director Asmussen seconded and motion approved.
- f. Taschler submitted the required Conflict of Interest Code for WWD, Director Bainbridge motioned it be approved, Director Mitchell seconded and motion carried.

5. **General Notices**

- a. President Bernard announced the Notice of Election for Board Seats and that two seats were up for election – hers and Director Asmussen.
- b. Taschler noted that the WWD website was being kept up to date and that customers should visit the site to be kept current with WWD business.
- c. PRD-16 Report by Director Asmussen noted that the community should see some minor repair work beginning on the road sometime in the next 60 days.

6. **Adjourn:**

- a. The next regular quarterly meeting of the Board was set for 9:00 AM, Saturday, October 15, 2016, at a location to be determined.
- b. There being no further business to discuss, upon motion by Director Asmussen, seconded by Director Mitchell, and passed unanimously, the meeting adjourned at 10:10 AM.

Respectfully submitted,
Tim Taschler
Office Manager