

Attendees: Crystal Klingele, Cyrus Yocum, Dante Razzini, David Bevin, Joanne Lehner, Kathleen Bevin, Patricia O’Neal, and Terry Adams

- 1) December 2013 quarterly meeting minutes

The minutes were approved unanimously.

11:10 Cyrus Yocum arrived

- 2) November/December/January budgets, 2<sup>nd</sup> quarter capital Improvement expense report

- Over budget, County did not budget the expenses for the rate increase.
- Reimbursement from Caltrans still ongoing.

- 3) Capital Improvements, Compliance

- New permit is posted on County website.
- Each existing meter has been labeled with their serial # and a picture is taken every time the meters are read for the County to archive and reference if necessary.
- Still waiting for Bracewell’s work description, Patricia will request from Mark again.
- All meters with leak detectors have been replaced except 25 Memory Lane.
- 2 flow sensors installed to more accurately monitor water flow rate.
- TTHM is still high; plant operator will slow down water flow through plant to reduce.

- 4) Annual Meeting (by-laws, 2013 review, 2014 vision)

- No changes to by-laws
- 2013 Review;
  - a) Improved leak detection, prevention, and response
  - b) Completed Bracewell contract for first full calendar year
  - c) 2<sup>nd</sup> outreach to the CSA7 members, 75% complete
  - d) Continued pressure reading program, 50% complete
  - e) Continued meter replacements program (1 remaining)
  - f) Website constructed
  - g) Achieved rate increase
- 2014 Vision;
  - a) Balance budget; improving income and reducing overhead
  - b) Complete database and pressure reading program
  - c) All meters in working order with leak detectors
  - d) All customers able to use leak detectors
  - e) Over site of Bracewell contract; storage tank inspection and cleaning and mainline flushing program

- f) Complete website
  - g) Continue providing drought and compliance information to customers
  - h) Regulatory compliance; ongoing concern with TTHM, seismic upgrades to storage tanks and water treatment
  - i) Permit conditions; technical managerial financial capacity (TMF) documents approval, watershed sanitation survey by 07-01-14, cross connection control program by 12-31-14
  - j) Healthy watershed
  - k) Awareness that what goes on your land, goes in the creek, goes in your drinking water
- 5) Mapping
- The decision was made to individually record any additions and/or corrections to our distribution system maps, and collectively provide this information to the County at such time as they update the existing maps.
- 6) Website
- Eric Black and sub-committee will continue working on website. Patricia will serve as editor and Heather will approve security of database usage prior to website going live.
- 7) Drought
- Water master is preparing a letter to all customers if the drought continues.
  - Flow gauge is at an all-time low since installed in 1970.
  - Interested in tiered billing schedule if water restrictions are required.
  - Reminder of upcoming presentation on the drought by Karin Bird and Scott Hayes.
  - In response to Fire Chief Ari Delay's query regarding a possible mutual aid meeting of La Honda Fire, CSA7, and the Guild; the members expressed interest in attending.
- 8) Public Comment: Turk Borick was at this meeting
- Turk agrees with tiered water pricing if water restrictions go into effect.
  - All small water systems in the area having the same TTHM problems.
  - Suggested looking into drought emergency grants.

The meeting was adjourned at 1:40 pm to a date to be determined by the chairperson.

Respectfully submitted,

Crystal Klingele, Secretary