

**July 2023 JCSD Minutes**  
**Meeting of the Board of Directors of the Jacumba  
Community Service District (JCSD) take place on:  
Tuesday, July 25th, 6:00 p.m.  
Jacumba Library**

**MINUTES**

- I. **Call to Order 6:03 pm**
- II. **Welcome to Guests**
- III. **Pledge of Allegiance**
- IV. **Roll Call, Determination of Quorum**  
**Present: President Katrina Westley, V. President Sarah Misquez, Felix Bachmeier, Robert Ridge & Debra Yu**
- V. **Public Forum**

Cherry D: Neighborhood Reinvestment Program Grant. Wanted to make sure Jacumba CSD will seek out multiple bids for the \$100,000 from grant. Recommends sending a thank you letter to Joel Anderson's office when district gets money from grant.

VI. **Board Business:**

- a) **Approval of Minutes:** The Board will review the draft minutes from the special meeting(s) on December 20<sup>th</sup>, 2022 and regular meetings for February 27<sup>th</sup>, March 28<sup>th</sup>, 2023, May 23<sup>rd</sup> 2023, & June 27<sup>th</sup>, 2023.  
(Action)

*Special Meeting Minutes for December 20<sup>th</sup>, 2022 -Motion to pass Misquez*

*Second- Westley Vote: Unanimous- Motion Passed*

*Board Meeting Minutes for Feb 27<sup>th</sup>, 2023: Motion to pass Westley- 2<sup>nd</sup>*

*Misquez- Vote: 4-0 Unanimous*

*Bachmeier abstained (was not present at meeting)*

*Board Meeting Minutes for March 28<sup>th</sup>, 2023: Motion to Pass Misquez*

*Second Bachmeier Vote: Unanimous- Motion Passed*

*Board Meeting Minutes for May 23<sup>rd</sup>, 2023: Motion to Pass: Motion Misquez*

*Second Bachmeier- Vote Unanimous Motion Passed*

*Board Meeting Minutes for June 27<sup>th</sup>, 2023.*

*Motion to Pass Bachmeier 2<sup>nd</sup> Ridge:*

*Vote: Yay- Bachmeier, Ridge Nay: Misquez  
Motion to Approve: Did not Pass  
Abstained: Westley & Yu (was not present at meeting)  
Sarah M: Wanted June's minutes redone.*

**b) General Manager's Report:**

1. General Manager's Report on Status of district including detailed financial and infrastructure updates.

**Summary**

Greetings JCSD Board Members. Hope all is well. Water quality for June were good. The district sold construction water at the HLC and park wells this month. LIHWAP (Low-income Household Water Assistance program) is still offering eligible customers with a one-time payment credit on water bills and for payment assistance on past water bills. This month there was an issue with billings being sent out and Post Office misplaced or lost bills. District reissued bills for July and waived late fees for July due to the issue. Brax company came out on July 14th to pull pump and motor to be taken for inspection and testing. They checked electrical and piping as well. Victory Wells came out on July 18<sup>th</sup> to inspect and document well casing and well. I am currently working with the accountant Silvia Saunders from JNS Accounting. She has been cleaning up the accounts for the district. Moving forward Silvia will prepare monthly financial reports for board meetings. This is the 1<sup>st</sup> month she prepared financial reports for the district. They are little more detailed and organized.

**Completed**

- Lead and Copper Sample results send out to customers
- Well 8 Pump, motor and well inspected

**Look Ahead**

- Hire Field Operator

***Water Production- June 22<sup>nd</sup> – July 20<sup>th</sup> 2023***

- **Filter Plant-** 2.0157 MG Gallons Filtered/71,989 Avg Gallons Per Day  
Number of Times Filter Plant went into Production- 28
- Well 7- 1.974 MG Pumped  
Static Level- 51.2 ft
- Well 8- 3,000 Gallons Flushed  
Static Level 50.9 ft
- Well 4- 3,000 Gallons Flushed  
Static Level 13.3 ft

**Construction Water**

- Well 6- No Production  
Static Level- 13.1 ft.
- HLC- 47,900 Gallons Pumped/ 7,983 Avg Gallons Per Day

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Number of Days Highland Well Pumped Water- 6 Days  
 Static Level- 57.7 ft

- Park Well- 76,800 Gallons Pumped/ 4,266 Avg Gallons Per Day  
 Number of days Park Well pumped water- 18 Days  
 Static Level- 60.1 ft.
- Revenue from Construction Water  
 JCSD Operating Account- **\$2,298.64**  
 Park Account- **\$574.65**

**Water Quality Monitoring**

<u>Bacteriological</u> <u>Type</u>	<u>Date Sampled</u>	<u>Result</u>	<u>Sample</u>
Site 1- Old Hwy 80	7/10/23	Absent	Distribution
Site 2- Heber St	7/10/23	Absent	Distribution
Site 3- Large Tank	7/10/23	Absent	Distribution
Well #7	7/10/23	Absent	Source (RAW)
Well #8	7/10/23	Absent	Source (RAW)

**Distribution System**

**Chlorine Residual** (Distribution) 116 Samples 0.76 mg/l Low/1.51 mg/l Max / 1.03 Avg MG/L

Color, Odor & Turbidity

**Well Heads (7&8)**

Iron and Manganese

**Filter Vessel**

Iron and Manganese

2. Invoice payments per JCSD Admin code Sec. 5.3 over \$5,000. GM to identify all invoices received for such payments and present to Board for review, and vote. (Action)

- **SUSP May Invoice:** Motion to pass: Misquez 2<sup>nd</sup> Yu  
 Vote: 5-0 Unanimous Motion Passed to pay invoice

c) **JCSD 2023/2024 Budget:** Board Will review and Vote on Budget.

Katrina W: Defer Budget until after closed session is done.

Motion to defer budget until closed session Misquez 2<sup>nd</sup> Yu

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Vote: 5-0 Unanimous Motion Passed to defer budget until closed session is done.

**SDGE Filter Plant Reup bill for 2022-2023:** GM will present the SDGE Reup bill of \$25,587.33 for discussion including any possible programs, discounts or savings that can be implemented for the above year and future. (Action)

Vote: 5-0 unanimous Motion Passed to pay Reup Bill

**d.) Funding agreement for State Water Resource Control Board:** GM will present agreement to Board for review. (Action)

No Action

**e.) Presentation for proposed JCSD Park Jacumba Fire Station:** GM will present SDC park purchase information to Board. (Action) Presentation by SD county Reps: John Heggie, Wayne Yeager and Steve Johnson

San Diego County is proposing property purchase for new fire station within the Jacumba CSD District. Current Fire Station on Jacumba Street is not fitted to man a crew and equipment. No presentation done by GM due to lack of information on proposal. Board will need to discuss about options on the proposal.

No Action:

**f.) JCSD Admin Code update:** Chairman to give brief update on status. (Discussion)

Katrina W: Board to agreed to change the meetings to 5:00 PM to 6:00 PM. Admin Codes to be updated and is a process.

**g.) Directors and Staff Report**

1. This portion of the agenda may be used by the Board of Directors or management to make informal oral reports on their activities
2. This portion of the agenda may be used by the Board of Directors to make requests for future agenda items.
3. This portion of the agenda may be used for the Board to consider requests for Board Members or Staff to attend training or association meetings at the district's expense.

**Closed Session:**

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Board Voted to go with Specialized Utility Services Program to run Jacumba CSD Day to Day Operations. Will have new General Manager over seeing district's operations. Will absorb current employees Emilo Gonzalez and Brenda Hernandez. Dan DeMoss and Fernando Saenz would be SUSP mangers helping with transition to SUSP.

Unanimous Vote: 5-0

Budget would need to be redone due to Jacumba CSD contracting operations with SUSP.

**VII. Adjournment 7:56 PM**

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Brenda Hernandez, Office  
Manager