

**MINUTES
PINE COVE WATER DISTRICT
MONTHLY BOARD MEETING
24917 MARION RIDGE DR., IDYLLWILD CA 92549
May 13, 2026**

Board President R. Hewitt called the meeting of the Pine Cove Water District Board of Directors to order at 10:00 am.

ROLL CALL:

Directors Present: President R. Hewitt, Vice President B. Smith, Secretary/Treasurer R. Venard, Director L. Padula, Director V. Jakubac

Also Present: J. Hayes, District Secretary, J. Potter, General Manager

Guests present: 1 Guests

Absent: None

PUBLIC COMMENT:

1. None.

PRESENTATION:

1. Presentation of Annual Audit by Jeffrey McKennan, CPA with Rogers, Anderson, Malody & Scott for Fiscal Year ending 6/30/2025.

MINUTES:

1. The Board reviewed and accepted the Minutes from the Board Meeting held on March 11, 2026 on a MOTION made by Director L. Padula, seconded by Director V. Jakubac and carried unanimously with yay votes by all Directors present.

FINANCIAL STATEMENT:

1. The Board reviewed and accepted the Financial Statement for the period ending March 31, 2026 on a MOTION made by Vice President B. Smith, seconded by Secretary/Treasurer R. Venard and carried unanimously with yay votes by all Directors present except for Director V. Jakubac who abstained.
2. The Board reviewed and accepted the Financial Statement for the period ending April 30, 2026 on a MOTION made by Vice President B. Smith, seconded by Secretary/Treasurer R. Venard and carried unanimously with yay votes by all Directors present.
3. The Board reviewed and accepted the Quarterly Budget Comparison for 3rd Quarter FYE2026 on a MOTION made by Director V. Jakubac, seconded by Vice President B. Smith and carried unanimously with yay votes by all Directors present.

OPERATIONS REPORT:

1. The Office Manager addressed the Board for assistance with renewing the District of Distinction. All Board members agreed and will await instructions via email.

Report submitted by Jeremy Potter, General Manager, dated May 13, 2026

1A. March production was up by 387,387gallons compared to last year. April production was up by 31,465gallons compared to last year.

1B. 2-Month production for February & March showed a water loss of 22%.

1C. Static Well #10 is up by .48feet.

- 2A. Meter System – New transmitters from SET/Fenix/NEXT scheduled to arrive in July or August to include all the new developments. We have a few more meters to swap out in the last book, will do the system flushing & hydrant maintenance and then will go back to make sure all new meters are in and plumbed.
- 2B. Vehicles/Equipment – (2) generators for Wells 7/11/20 and Wells 13/16 to be purchased sooner rather than later; Board approved. Done with adding to the fleet, now just maintenance.
- 2C. Rate Study - Made contact with MC Engineering Inc. who will visit us to take a look at everything and contract to be our signing engineer.
- 2D. Wells - After 22 years of trusted service, well #3 has ran it's life. Wicker Well pulled it out and will camera/log in new pump & motor. Wicker Well will be bringing an air compressor to blow out Well 19.
- 2E. Staffing - newest hire Michael is doing a great job; already received his D1 and getting ready for his D2 before getting his T1.

OLD BUSINESS:

- 1. None.

NEW BUSINESS:

- 1. The Board reviewed and granted J. Potter, General Manager authorization to sign the new lease with the State Department of Parks & Recreation on a MOTION made by Vice President B. Smith, seconded by Secretary/Treasurer R. Venard and carried unanimously with yay votes by all Directors present.
- 2. The Board reviewed and adopted Resolution #597 a resolution for updated Public Records Act Policy on a MOTION made by Vice President B. Smith, seconded by Director V. Jakubac and carried unanimously with yay votes by all Directors present.
- 3. The Board reviewed the draft of the 2026/2027 Annual Budget and made suggestions for revisions.

CORRESPONDENCE:

- 1. None.

ADJOURNMENT:

- 1. Meeting was adjourned at 11:07am on a MOTION made by Vice President B. Smith, seconded by Secretary/Treasurer R. Venard and carried unanimously with yay votes by all Directors present. The next scheduled General Board Meeting and Public Hearing is June 10, 2026, at 10:00 a.m., held in the District Board Room.

Approved:

Respectfully Submitted:

Robert Hewitt
Board President

Jennifer Hayes
District Secretary