

# Chemeketa Park Mutual Water Company

P.O. Box 588, Redwood Estates, CA 95044-0588

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Water issues? Call Miles Farmer at (831) 920-6796  
Questions? Call Lisa Ridenour at (408) 792-7762  
Contact the Board – <https://chemeketapark.org/contact>

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## Board of Directors Meeting, February 9, 2022

### I. Call to Order

Dana

Meeting was called to order at 7:03 p.m. In attendance: David Casper, Dana Hartzell, Chrissy Masterman, Erik Wilkerson, Marcy Ripley, George Bruder, Jody McCalmont, Brad Hartzell, and several members of the community, both in person and via Zoom.

### II. Review and Adopt Minutes

Board

Dana made a motion to approve the January minutes without changes. Erik seconded; motion approved.

### III. Public Comment

Board

If you see sentences highlighted in "green" that means these are areas that the Board could use some help from community members. There is a lot going on and "Many hands make light work". Contact the Board at [www.chemeketapark.org/contact](http://www.chemeketapark.org/contact)

#### a) Review the storm damage from January

The Board offered up this time to discuss issues that occurred during the most recent series of storms. Regarding the Los Gatos Creek water connection, Neil pointed out that the pump building itself has been pushed off its foundation. The support cables for power and water are down into the creek. The sump pump is broken into two pieces.

San Jose Water reached out to Brad/Dana about clarifying the boundary between CP and SJW at end of Assiniboine. They identified and requested permission to take out 5 trees from that area, whichever property line they happen to be on. SJW will most likely survey the CP and SJW property boundaries.

Last month, there was discussion about writing a few "protocols" detailing what to do during when certain events happen. Examples are: What to do if there is a suspected leak, or What to do if the road is obstructed (by large or small or dangerous items), or What to do if a tree comes down. **The Board is asking for a couple of residents to assist in creating this helpful tool.** Please send a note via the website if you can help... [www.chemeketapark.org/contact](http://www.chemeketapark.org/contact)

Water Meter Installation Process (The Board will make this a line item in the Water section beginning next month.) Due to SB 552, all small water companies will be required by law to meter each connection by 1/1/32. The purpose of installing meters is for water conservation at the individual and community levels as well as detection of leaks. Jody, Lori and Erik are doing research to provide a proposed plan, budget, and timeline for our meter installation and maintenance. **If you have an interest in this project, your support is very welcome.** They will also update or overhaul the distribution survey map from Penhall Technologies. Our Water Team has gathered data from other local water companies (Villa del Monte, Aldercroft Heights, Raineri, Redwood Estates, and Oakmont) to explore water usage, metering systems and rate comparisons. Jody learned from our CA Rural Water Association Northern CA Circuit Rider, Donny Breedlove, that we can procure a rate study which will provide guidance on rate structures to use in the future. They can advise on operational cost only (water use) or operational costs plus infrastructure/capital projects.

According to SB 552, by 1/1/23, all CA water companies are required to join [CalWARN.org](http://CalWARN.org) (CA Water/wastewater Agency Response Network). They support & promote statewide emergency preparedness, disaster response and mutual assistance for public and private waste/water utilities in coordination with CAL OES. **ACTION:** Dana/Lisa will look into joining CalWARN.org.

From December meeting: David mentioned looking into a full-time staff person, working on the CPMWC Board which would be a benefit for the Grant project but also for the increased workload that is required as we move forward with community business. The volunteer model for this position is stretched to the limits. This could be an "Operations Manager" type person to deal with day-to-day issues. It could be a person on the Water Board, or in the community. **ACTION:** David will dive deeper into this subject.

### IV. Financial Report

#### a) Expenditures, budget, past due accounts

Lisa

Major expenses paid during the month of January: \$16,226 to Cypress Water for past payments Oct-Dec plus January; \$2,600 to Quality Carpet and Tile to clean/seal Clubhouse floors; \$2,067 to San Jose Water for Montevina Pipeline water; \$1,456 to State Water Resources Control Board for our license; \$1,064 to PG&E for electricity at water treatment plant; and \$650 for park maintenance. There are currently 7 delinquent accounts greater than 90 days past due; total amount due is \$25,029. Of these accounts, 2 have water shut off and 5 have been given a 30-day notice. Discussion about updating bylaws to get access to monies owed from very delinquent accounts, not waiting for a party to sell their property in order to collect dues. **ACTION:** Lisa/Dana – look into the process of updating bylaws.

#### b) Capital project status

David

David says no major changes were made to the Capital Improvement Plan. The Montevina Pipeline budget will most likely go over, due to the storms. Will know more when we receive the bill for January's water purchases.

#### c) Capital project planning for 2023/2024

David / Dana

The Board has set a meeting date of February 15<sup>th</sup> at 7:00 p.m. via Zoom to begin the Capital Improvement Planning process about what needs to be in the budget for next fiscal year. A second meeting will be held Thursday, February 23<sup>rd</sup> at 7:00 p.m. via Zoom. Assessment rates will also be discussed at both meetings.

### V. Fire Safety

#### a) Firewise program update

Jody

Chemeketa Firewise continues to prepare for the Evacuation Workshop on 3/25 at the Clubhouse and the actual Evacuation Exercise on 4/22. **We are seeking more volunteers to participate on 4/22.** This involves being at home at 10:30 a.m. When notified by emergency personnel, pack up and evacuate to Lexington School where we will debrief with first responders and share lunch. This Exercise provides an opportunity for residents and emergency personnel to discover and learn about challenges specific to evacuation from Chemeketa Park.

Planning for the spring community chipping day. Deciding whether to use FireSafe Council again or hire our own contractor. **Seeking a volunteer coordinator.** Getting bids for both the community chipping day as well as additional Hazardous Fuel Reduction work along Little Lion Creek and Apache near the Clubhouse.

**Our core committee is stretched. In addition to a volunteer chipping day coordinator, we are seeking support for reforestation, and coordination of notifications for the SJ Water Forest Health initiative. No experience needed.**

### VI. Water Report

#### a) Water Operations Report

Miles

Total treated water production for January (31 days) was 267,366 gallons. The average raw water turbidity for water entering the plant was 20.29 NTU and the average finished water turbidity was 0.082 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was 23.85 inches. Average filter flow rate: 28 gpm; chlorine usage: 5 gals; alum usage: 25 lbs. The Montevina Pipeline water usage this month was 773,769 gallons. At the suggestion of Cypress Water, we have obtained a handheld colorimeter which measures chlorine in water. If water running down a hill is suspected to be a leak, this device will determine if the water is chlorinated, and therefore if it is a leak or a natural spring. **ACTION:** Dana will devise a protocol for using the colorimeter.

Repaired leak at Comanche/Modoc – tapped into 4"-6" main distribution line. This is an example of an opportunity to replace a valve and install a distribution line meter when a leak happens, so we don't have to open the street twice. A Capital Improvement Plan line item states CPMWC should be replacing 3 valves/year (\$15,000). **ACTION:** Dana will set a schedule to replace 3 valves for the 2023/24 budget cycle. Cypress Water suggested having a small inventory of critical parts such as meters, associated pipes, etc. to correct leaks and do these upgrades at the time they happen. Will create a line item for approximately \$20,000 in new budget. **ACTION:** Dana will create a list of "approved" plumbers for easy repairs as well as those who can do "underground" work. Guy can possibly help here with references.

Historic rain events rendered the water plant inoperable, resulting in the prolonged use of the Montevina Pipeline connection. A water leak at the MP plus leaks within the water system resulted in the storage tank running out of water and a boil water order (BWO) was required. All leaks that could be found were repaired, storage tank levels returned to functional capacity and the BWO was lifted approximately one week after issuance. The plant intake and plant in general was damaged throughout the month due to the storms and this data is summarized here.

During the last week of December 2022 and through the third week of January 2023, we encountered numerous fallen trees, debris, and rocks completely filling our plant "intake basin" and damaging multiple critical areas. Throughout the storms the water plant was rendered inoperable.

Our secondary influent feed pump and attached plumbing/electrical was completely ripped out. The flow control baffle was also destroyed, being cracked and pieces broken away. Additionally, the fencing around the intake area keeping

animals, rocks, and trespassers out was ripped away in multiple places. Immediately upstream from the plant, two 6" diameter cement bollards were sheared off further letting all rocks and debris into the plant intake area. The weir gate riser stem was bent due to the extreme weight put on it during this time. The cleanup took 4 men two full workdays to remove debris and rocks.

In and around the chlorine contact tank and secondary re-chlorination tank multiple buried pipes were ruptured by falling trees and branches. Also, our backup plumbing to Montevina Pipeline was damaged by tree branches. There were also several small leaks throughout the distribution system. Looking into submitting an insurance claim regarding all the losses incurred, including purchased water. **ACTION:** Lisa will begin the process of filing an insurance claim.

#### **b) Los Gatos Creek system status**

**Brad**

The Forest Health Grant project will begin later this month. SJW and FireSafe Council will be reaching out to Chemeketa Firewise to assist them with contacting residents door to door along Los Gatos Creek for the upcoming Forest Health Grant work. The pump house and infrastructure from the Los Gatos Creek water hookup was severely damaged during the storms. The connection is gone. PG&E will not reconnect our meter at this pumphouse. Cancel our billing for this location only. PG&E also repaired the downed lines at Assiniboine.

#### **d) Drought Relief Grant project status**

**George**

Met with DWR Project Manager, Maggie, and reviewed the Funding Agreement which should be complete within a week. Based on strong recommendations to hire a construction manager, we met with Jeff Tarantino of Freyer & Laureta regarding project management and then later construction management. They would address permitting, CEQA, coordination of contractors and more. Jeff will provide a proposal for services this week.

#### **Financing:**

Because the expected 25% cash advance from the State DWR is not available to grantees, we need to secure funds to finance the tank replacement project. These funds will be used during the construction phase to cover costs when invoices are submitted to the State and we await reimbursement.

Funding research: Many options have been explored, both conventional and very unconventional. They include: Wells Fargo, USDA, Rural Community Assistance Corp, Santa Clara County, Community Foundation, Valley Water, Rural Water Loan Fund, and CAL Mutuals. The one viable resource so far is Rural Community Assistance Corporation (RCAC). We are eligible for a \$500,000 loan. Terms included a 1% origination fee along with 5% interest on the outstanding balance. <https://www.rcac.org/lending-2/>. Fees paid on the loan are not covered through the grant and would therefore be paid for by CPMWC. Approval to seek such a loan will require an affirmative vote from the membership.

#### **Legal:**

We executed an agreement with Jim Ciampa of Lageloff LLC. Jim reviewed our DWR Funding Agreement and is set to review future vendor contracts. No retainer required.

#### **Next steps:**

- Receive signed State DWR Funding Agreement and commence work
- Legal review of vendor contracts for Surveyor, Civil Engineer and Geotechnical Engineer, and Construction Manager
- Hire Construction Manager
- Once contracts are complete, begin the engineering phase for both the lower and upper parts of the project
- Pull together documents for the RCAC loan. Notify community of need to secure a loan and provide background information in preparation for Annual Membership Meeting vote
- Begin CEQA (CA Environmental Quality Act) process. Are we eligible for an exemption? Per Julie, yes b/c these grants are under an "emergency order"

### **VII. Roads**

There is now a new tab on the website under "Your Neighborhood" for road related issues and maintenance. Please check it out here.. <http://chemeketapark.org/your-neighborhood/roads/> You can also find a link to a Google form on this page that will be sent to the Board to be reviewed at each board meeting. We look forward to having all neighbors help keep our roads safe and well maintained.

### **VIII. Playground / Clubhouse / Community**

No updates.

Meeting adjourned at 8:55 p.m.

### **UPCOMING EVENTS:**

Wildfire Evacuation Education Day will be held Saturday, March 25<sup>th</sup> at the Clubhouse; and the Evacuation Exercise will be happening April 22<sup>nd</sup>. **You definitely want to join these two events!** Vital information to be shared.

**HOW TO STAY IN TOUCH:** To find out what's happening in the Park: Website: [www.chemeketapark.org](http://www.chemeketapark.org) ; subscribe to the Newsletter list: [www.chemeketapark.org/subscribe](http://www.chemeketapark.org/subscribe) ; Twitter: @chemeketapark ; Nextdoor; and check out the Message Board at the entrance to the playground.

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The next Board of Directors Meeting is scheduled for Thursday, March 9<sup>th</sup> at 7:00 p.m. at the Clubhouse. The meeting will also be held via Zoom, which is available on the Chemeketa Park website: [www.chemeketapark.org](http://www.chemeketapark.org). All members are welcome and encouraged to attend.