

# Chemeketa Park Mutual Water Company

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

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Water Issues? Call Tyler Boswell at (408) 590-9715  
Billing Questions? Call Lisa Ridenour at (408) 792-7762  
Contact the Board – <http://chemeketapark.org/contact>

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## Board of Directors Meeting, July 14, 2016

### I. Call to Order

David

Meeting was called to order at 7:36 p.m. In attendance: David Casper, Dan Markey, Richard Buxton, Lisa Ridenour, and Dana Hartzell. Also in attendance: Lindy Meisenbach, Brad Hartzell, Chris Sands and two other members of the community.

### II. Review and Adopt minutes

Board

David made a motion to approve the June minutes without changes. Dana seconds the motion. Motion approved. June minutes were approved.

### III. Public Comment

Board

Members of the community have seen a lot of cigarette butts on the playground, around the park, and on Apache Road. Recommendation was made to get a "No Smoking" sign for the park.

Chris Sands has a contact for bollards to put in front of the fire hydrants in the park for protection from vehicles.

### IV. Financial Report

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

Lisa

Major expenses for the month: \$2300 for Dumpsters for Park Clean Up. There are currently eight delinquent accounts (greater than 90 days past due) and the total amount due for these accounts is \$47,123.55. Of these accounts, three have water shut off, three also have liens, and one is on a payment plan.

#### b) Update on financial audit and taxes

Lisa

Audit is completed as well as our tax returns. Our accountant will come to the board meeting next month.

#### c) Update on financial audit and taxes

Rich

Insurance policy has been renewed.

### V. Water Report

#### a) Water report

Tyler

Total treated water production for June (30 days) was 2,076,700 gallons up from 1,623,400 gallons in May. Average daily production for June was 69,223 gallons per day. The flow in Moody Gulch during June has slowly begun to slow down and is flowing at 75% over demand. The raw water turbidity for water entering the plant for June ranged from 1.28 to 1.70 NTU. The average monthly finished NTU was 0.038 NTU in June (.300 NTU is the maximum turbidity allowed by the state. The plant ran at 84% for 29 days of operation.

Tyler created the annual Consumer Confidence Report for calendar year 2015 and it was mailed out with the June minutes. It was noted that the report date was incorrect. It read "June 26, 2015", instead of 2016. Tyler will send an updated report to the state.

#### b) Aqua-Tech for tank sealing

Tyler

Tank level has been lowered which has reduced any water loss. Still trying to get on Aqua-Tech's schedule for tank sealing.

**c) Valve replacement program**

**Tyler**

Working on scheduling the next valve replacement.

**d) Main pump project**

**Dan**

We received a preliminary engineer's estimate with four options for replacing the existing pump. Dan made a motion that we approve approach 3a from the estimate and \$7,000 for the engineering of the new pump. Lisa seconds the motion. Preliminary estimate for this approach will be \$34,600

**e) Support contract for HACH meters**

**David**

We will sign a one-year support contract for plant meter maintenance. David made a motion that we add a line item under professional services for analyzer maintenance contract, allocate \$3,250 as initial budget, and shift funds of \$500 from insurance and \$2750 from rollover funds. Richard seconds the motion. Motion passed.

**f) Destroying old well at Los Gatos Creek**

**Dan**

Still working on finding a contractor that will destroy the old well according to state standards.

**g) Cross-connection control program**

**Dan**

The Board is asking the community to fill out the Cross Connection Control Program water system survey which was include in the June 26th bill. Please return this survey ASAP to the survey drop-off box or to the address listed on the survey. The Board is reviewing the draft policy that Dan presented.

**h) Other actions for sanitary survey response**

**David**

David and Tyler responded to the citation issued on May 24<sup>th</sup> with a notice to the membership and an official response to the state. All issues reported in the citation have been addressed. A response to the other findings from the sanitary survey is due on August 30<sup>th</sup> and the Board is addressing those issues (e.g. cross-connection program, destroying the old well, replacing the main pump, etc.).

**VI. Roads**

**a) Comanche / Delaware Status**

**Board**

David made a motion to allocate not to exceed \$3000 to hire an engineer for a soils report to make a recommendation for a solution to this issue. Lisa seconds the motion. Motion passed.

**b) Comanche / Assiniboine grate replacement**

**James**

Will get an update from James

**c) Towing contract**

**Rich**

The Board discussed putting up signage in front of the playground entrance, designating that parking spaces are for playground/clubhouse use only – no overnight parking. South Bay Tow is a possible company to offer a towing program for vehicles that are illegally parked.

**VII. Playground / Clubhouse / Community**

**a) Hiring process for new maintenance worker**

**David**

Received two possible recommendations for a maintenance worker.

**VIII. Fire Safety**

**Brad / Dana**

Fire Safe Council has not received final approvals from PG&E for our grant; therefore this project is on hold. We still hope to have this project done in August.

**IX. Adjourn**

**David**

Meeting adjourned at 11:09 p.m.

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The next Board of Directors Meeting is scheduled for Thursday, August 11 at 7:30 p.m. and will be held at the Chemeketa Park Clubhouse. All members are welcome to attend.