

Chemeketa Park Mutual Water Company

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

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

Board of Directors Meeting, February 8, 2018

I. Call to Order

David

Meeting was called to order at 7:31 p.m. In attendance: David Casper, Lisa Ridenour, Richard Buxton, and Dana Hartzell. Also in attendance: a few members of the community.

II. Review and adopt minutes

Board

Dana made a motion to approve the January minutes without changes. Lisa seconded and the motion was approved.

III. Public Comment

Board

Positive comments from the community regarding the maintenance crew's cleaning at the entrances to the park and the playground. Members of the community had the following suggestions: 1) Send out a post of "interesting topics for upcoming Board meetings" to Nextdoor in order to get more community involvement at meetings and with projects. 2) Discussion regarding monthly rates and whether those rates are sufficient to keep up with on-going maintenance to the water system and roads. 3) Clubhouse is a possible earthquake casualty. What can be done to install a foundation to keep the property safe? 4) Discussed putting the new well on the list of "things to do".

IV. Water Report

a) Water Operations Report

Board

Total treated water production for January (31 days) was 679,230 gallons and average daily production was 21,910 gallons. The average raw water turbidity for water entering the plant was 1.48 NTU and the average finished water turbidity was 0.042 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month of January were 7.58 inches. Percent of demand satisfied by purchased water was 0%. Miles has added a few new measurements in his monthly report. Here they are: average filter flow rate – 31 gpm; chlorine usage – 14 gals; alum usage – 50 lbs.

b) Treatment plant automation project

Miles

No new information to report.

c) Nitrification of the Montevina Pipeline

Miles

San Jose Water Company postponed startup until Monday, 2/12/18.

d) Lead service line inventory

David / Miles

The Board is in the process of collecting data regarding all water system distribution connections and valves within the park, as required by the State. Cypress Water will be surveying the system to identify the types of pipe, valve locations, meters, shut-off valves, etc. This process should begin next month. Community members could certainly assist in this big project by marking your street / shut-off valve, clearing brush away from the Christy boxes, and marking the valves and/or Christy boxes with paint or flags.

e) Treatment plant refurbish project

David / Miles

Need to strip and resurface the water boy. Discuss the types of coating and media replacement we want to use. Will put together a plan, timeframe, and budget. Then need to submit to Karen for approval.

f) State water board missing reports

David

David and/or Miles will gather data for 2015 filing of the Annual Use Report which had not been done. Miles will look into providing information moving forward, and perhaps some other past dates if needed. We were charged a \$625 late fee because this was not done (perhaps information had been sent to Tyler and was never completed).

g) State funds for water improvements

David

David will work on the documents to get the first loan application by February 12th. These documents are for metering, billing, drought plan, and a few others.

V. Financial Report

a) Expenditures, budget, past due accounts Lisa

Major expenses for January were: \$13,500 to A-1 Paving for one-time paving on Walla Walla; and \$675 to Jose for park maintenance. There are currently 7 delinquent accounts greater than 90 days past due. The total amount due for these accounts is \$65,362. Of these accounts, two have water shut off, two have a lien, two have a 24-hour notice for water shut off, and three are on payment plans.

b) Update on filing tax forms Lisa

Tax forms have been completed and CPA has the reports. Will send forms in this week.

c) Prepare for annual financial review Lisa

Will request a letter of engagement for our CPA to provide our annual financial review completed by the end of May so it will be ready for our Annual Meeting.

d) Reviewing the capital improvement plan David

Revise our capital improvement plan to include 5+ years. Will meet Saturday, February 17th at 1:00 p.m.

VI. Roads

a) Road projects report Rich

Will begin getting quotes for road repairs/resealing. Strong chance it will be Venable, but are still looking for a few other quotes. Still need berm installed in following locations: Comanche below Delaware, and lower Comanche at Assiniboine.

b) Walla Walla / Apache projects Rich

Guy Furlo will put in a quote for about \$8K to install 6 high beams to shore up the road on Apache. This may not be aesthetically pleasing; suggestion was made to get another quote for another type of repair which will be more visually attractive since it is a part of the community park.

c) Assiniboine grate project Rich

Still looking...

d) Adding speed bumps and/or stop signs Board

Will put a map together with existing speed humps on February 17th. Will add proposed speed humps and stop sign locations and then solicit feedback from the community before implementation. Need to coordinate this with the road resealing project.

VII. Playground / Clubhouse / Community

a) Park maintenance and cleanup Brad/Rich

Community members stated they appreciate the quality of work being done by our maintenance crew at the entrance locations and the playground.

VIII. Fire Safety Board

a) Spring chipping event Brad/Dana

There are changes to the chipping program this year. The date for the program is **Saturday, April 21st**. The new program will be a one-day drive-up / drop-off and chip program from 8:00 am – 3:00 pm. Bring your brush and it will be chipped on site. We are in discussion with the FireSafe Council to add additional services to our annual chipping program. More to follow.

There is a "Neighbor to Neighbor" program grant opportunity. If you and a few of your neighbors are willing to assist in creating defensible space by clearing vegetation from around your homes, there is grant money available to assist, as long as homeowners are willing to put in the labor as well. If you are interested in this program, please contact the Board via the website and the Board will reach out to the FireSafe Council.

IX. Adjourn David

Meeting adjourned at 9:27 p.m.

The next Board of Directors Meeting is scheduled for Thursday, March 8th at 7:30 p.m. and will be held at the Chemeketa Park Clubhouse. All members are welcome and encouraged to attend.