

# 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 – <http://chemeketapark.org/contact>

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## Board of Directors Meeting, November 14, 2019

### I. Call to Order

David

Meeting was called to order at 7:30 p.m. In attendance: David Casper, Vincent Mackewicz, Rob Anderson, Dana Hartzell, Richard Buxton, and several members of the community.

### II. Review and adopt minutes

David

Dana made a motion to approve the October minutes without changes. Rob seconded; motion approved.

### III. Public Comment

Board

A member asked for clarification on some of the accounts in the balance sheet. It was noted that some of the accounts are difficult to understand. David made a commitment to make the accounts easier to read and understand.

A member relayed the interest in someone making a proposal to stabilize the bridge on Apache so that it is functional for the community in exchange for a Chemeketa parcel on Walla Walla. The board is open to the proposal being made.

### IV. Financial Report

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

Lisa

Major expenses for October were: \$2,950 to James Durbin for the cross-connection survey, and \$650 for park maintenance. There are currently 9 delinquent accounts greater than 90 days past due; total amount due is \$8,716. Of these accounts, 3 have water shut off, 2 have 24-hour notice, 5 are on a payment plan, and one has a lien. David made a motion to authorize Lisa to notify an account that CPMWC is planning to place a lien on their property for outstanding water balance bill. Rob seconded; motion passed.

#### b) Tax filing status

Lisa

Form 3500 was sent to the California State Franchise Tax Board a few months ago. Still waiting for their response.

#### c) Fiscal agent for Firewise

Jody / Lisa

A fiscal sponsorship agreement was proposed between Loma Prieta Community Foundation (LPCF) and Chemeketa Park Mutual Water Company (CPMWC) to run grant fund money through. David made a proposal to sign the Fiscal Sponsorship Agreement with LPCF on behalf of the CPMWC, Rob seconded; motion passed. The goal is to get this finalized within the next two weeks (**by 11/27/19**) so Chemeketa Park Fire Safety Council can apply for grant funds immediately, as this is the "grant season".

### V. Water Report

#### a) Water Operations Report

Miles

Total treated water production for October (31 days) was 871,412 gallons, with no additional water purchased from the Montevina Pipeline. **It would appear the community did a great job of conserving during the PG&E power shutdowns as the water production was about 176,000 gallons less this month than the previous month. Thank you!** The average daily usage per hookup is 187 gallons. The average raw water turbidity for water entering the plant was 1.40 NTU and the average finished water turbidity was 0.038 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain total for the month was 0 inches. Average filter flow rate – 32 gpm; chlorine usage – 18 gals; alum usage – 55 lbs.

Weir gate project is complete. Membrane/seal have been installed.

There had been some discussion about replacing the old smaller diameter pipes for newer larger diameter pipes that can pump a larger amount of water from the water plant up the hill, since the new water pump has been installed. It was noted that this project is in the five-year plan scheduled for fiscal year 2021-2022.

#### b) PG&E power disruptions / generator

Dan / Miles

Dan looked into purchasing a generator to be used in case of power outages at the water plant. It was determined that a 20kW generator should work. The cost is estimated to be about \$5,000, with some additional cost for the hookup. The

water plant has already been upgraded with electrical and an automatic transfer switch in anticipation of the generator. A propane tank would need to be installed to run the generator. Looking at a 120-gallon propane tank which will provide about 40 hours of service. David made a motion to allocate funds not to exceed \$17,500 in order to fund the emergency generator and propane tank. The funds would come out of the water system restricted funds. Rob seconded; motion passed. Dan will take the responsibility to get this project completed. Thank you, Dan!

The Board also discussed writing a protocol to be used when the power goes out, whether it is a Public Safety Power Shutdown or an emergency. Miles and Dana will work together to accomplish this task.

**c) Replace distribution system valves**

**David / Miles**

Since the distribution system valve on Kiowa has been so difficult to find, David proposed we put Kiowa on hold and instead work at end of Navajo/Pawnee. The proposal is to replace WV-11 and WV-12 on the corner of Navajo and Pawnee Trail and install two valves and a 4" meter on the Navajo line. The cost estimate for this is \$9,000. David made a motion to allocate funds not to exceed \$10,000 to replace the two valves at corner of Navajo Pawnee and install a meter at the Navajo line. Rob seconded; motion passed. The water may need to be shut off for a few hours when the meter is installed. Will notify the community via Nextdoor, Website, and signs when the date is finalized.

Discussion about the need to "exercise" all valves every year. The Board asked Miles to make a plan and detail what would need to be done in order to conduct the exercise this spring, with the desire to have the "exercise" done each spring.

**d) Cross connection program status**

**David**

David will distribute the report to the Board this month, and comments can be made later.

**e) Watershed sanitary survey status**

**David**

David connected with Balance Hydrologics to start up the process again of making sure the sanitary survey is updated. This plan needs to be updated every 5 years – and it's due in 2019.

**f) Short well project planning**

**Board**

The plan for this fiscal year is to begin the paperwork process for the short well. Will need a county permit for drilling the well and may need state approval for the new water intake. Also need to prepare engineering plans and ask for cost proposals from drilling companies to put into the budget so the drilling can occur during the next fiscal year. Dan will connect with Aaron Beirman during the month to get base line information to begin the process.

**VI. Roads**

**a) Roads update**

**Board**

Fence materials for the end of Apache Trail will cost about \$170-\$260. Rich will gather materials and put the fence in place as a pre-caution to people walking across the bridge.

**VII. Playground / Clubhouse / Community**

**a) Community bulletin board**

**Lori**

Still trying to get information on the community board. Hope to have something by next meeting. The community board has been included in the update to the gate and the creation of the Area of Refuge project.

**VIII. Fire Safety**

**a) Fire Safety Committee**

**Board**

See Financials section above for the update on the fiscal agent for Chemeketa Firewise, now called CPMWC/Fire Safety Committee. As soon as this issue is finalized, grant projects can begin. Stay tuned. The Fire Safety Committee meets the second Monday of each month at 7:00 pm in the Clubhouse, if anyone would like to visit or get involved.

**IX. Adjourn**

**David**

Meeting adjourned at 9:42 p.m.

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The next Board of Directors Meeting is scheduled for Thursday, December 12<sup>th</sup> at 7:30 p.m. and will be held at the Chemeketa Park Clubhouse. All members are welcome and encouraged to attend.

## **WHAT'S COMING UP IN CHEMEKETA PARK:**

**OSCH road closure update (as of November 25<sup>th</sup>)** – Monday, November 25<sup>th</sup>, Pacific Underground (contractors for SJW), will be closing OSCH between the North Ogallalla Warpath entrance and Holy City. There will be a single lane with flagmen between Idylwild and North Ogallalla. All residents will need to exit and enter the park at the North Ogallalla entrance between 9 am and 4 pm. They will be striping the center line and installing markers. They are trying to do all the work on Monday, 11/25, but may have to extend into Tuesday. If that delay occurs, check Nextdoor for an update. Wednesday will be back to just a few items and Thursday and Friday will be No Work due to the Holidays.

**SR 17 Shaded Fuel Break Project** – Shaded fuel break work is scheduled for Monday and Tuesday, 11/25-26. No work for the rest of that week. Keep up to date on where work is happening and if roads will be affected by going to their website: <https://firesafe17.com> . When on the website, go to “Project Status” on the upper portion of the page and sign up to receive “Project Updates”.