

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, April 9, 2020

I. Call to Order

David

Meeting was called to order at 7:30 p.m. In attendance: David Casper, Vincent Mackewicz, Josh Rupert, Dana Hartzell, Rob Anderson, Rich Buxton, Jody McCalmont, Miles Farmer, and a few members of the community; all joined via Zoom.

II. Review and adopt minutes

David

David made a motion to approve the February minutes without changes. Dana seconded; motion approved.

III. Public Comment

Board

Board meetings are held each month to report on projects, finances, and other issues that have to do with the business of the CPMWC, such as water, roads, and the playground. In order to be efficient with the short time available at the meetings each month, the Board asks that if a member of the community has a pressing, new, or important topic they would like to discuss, and that discussion could take more than 5-10 minutes, that the member contact the Board and request that the item be added to the agenda. This allows all items important to the community will have ample time for discussion. The Board is following the same process that City Council and Planning Commission meetings follow.

A resident proposed the addition of a couple of horse shoe pits to the playground. The money needed for this project would be done via fund-raising. Looking at locations within the park, then a plan will be created / submitted for approval.

IV. Financial Report

a) Expenditures, budget, past due accounts

Lisa

Major expenses for March were: \$2,076 to Chris Sands for pump house work and \$650 for park maintenance. There are currently 4 delinquent accounts greater than 90 days past due; total amount due is \$12,878. Of these accounts, 2 have water shut off and 3 are on payment plans.

b) Annual financial report

David

Should receive the annual financial reports before the annual meeting in June. The accountant will go over the numbers at the next monthly meeting and answer all Board questions. David made a motion to authorize funds not to exceed \$3,500 for Michael Murray, the accountant, to prepare the annual statements and tax returns. Josh seconded; motion passed. .

c) Budget planning, proposed rate increase

David

Most budget accounts will be similar to the year before, including \$11K fire safety and park cleanup, \$95K for repairs and for capital improvement planning. Should have \$135K in the emergency fund by end of year.

The amount spent on capital improvement projects last year would not be included this year's budget as they were paid for by a special assessment.

The special assessment monthly amount will discontinue at the end of this fiscal year. That leaves a \$36,000 hole in the budget. In order to accomplish the plans set forth in the next fiscal year, there would need to be another assessment, or an increase in the monthly dues to the membership. The Board discussed increasing the monthly amount from \$145 to \$165 at a minimum (\$20/month). Note that this is still \$9 less than the current monthly rate that all members have been paying for the past few years. If the increase is not approved by the membership, the Board will need to reduce \$36,000 in maintenance and capital improvements for our aging infrastructure.

David made a motion to approve the 2020/21 budget and propose an increase in the monthly base rate of \$20/month (minimum) to be voted on at the annual meeting. Rob seconded; motion passed.

V. Firewise program update

Due to the continued Shelter-in-Place, the National Wildfire Prevention Day on May 2nd will be cancelled. The chipping schedule remains on track, as it is deemed an essential service. **PLEASE BEGIN MAKING YOUR PILES!!** This year's program will be the same as last year which means you and your neighbors make at home (or designated place for groups) and then register it. There will also be a community pile at the park. To register your pile visit: <https://sccfiresafe.org/chipping-form/>. All chipping piles will be removed this year as we have as many chips as we need.

If you want your chips to remain at your location, let the crew know that day.

Progress is being made on the evacuation sign project. Jody would like to rollover the unused fire safety funds from this fiscal year into the next fiscal year with a shovel ready project. Shovel ready projects are those projects that are planned, budgeted and ready to go with short notice.

There was a workshop on February 29th with a presentation on how to prepare your home for fire season. For those who missed it, an online video of the home hardening talk is at <https://www.firesafesantacruz.org/home-hardening-events-2019>.

VI. Water Report

a) Water Operations Report

Miles

Total treated water production for March (31 days) was 748,984 gallons, with no additional water from the Montevina Pipeline. The average daily usage per hookup is 161 gallons. The average raw water turbidity for water entering the plant was 1.93 NTU and the average finished water turbidity was 0.043 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain total for the month was 3.62 inches. Average filter flow rate – 30 gpm; chlorine usage – 18 gals; alum usage – 50 lbs.

Need to move up the SCADA system (Supervisory Control and Data Acquisition – which is the plant automation system) and put this in place for emergency. Miles will look into bringing that item to the forefront.

b) Los Gatos Creek backup system status

Miles

The power cord and piping from the sump pump, across the creek and up the hill towards the pumping station was not completed. Cypress Water will see if this can happen this month, depending on weather.

A fallen limb, 6-8" in diameter, damaged the roof of the main pump house. Chris Sands will do quick repair, and then Chris will submit a formal quote to get the roof repaired.

c) Water conservation guide

Dana / Miles

Will try to work on this in April/May.

d) Generator installation

Dan / Miles

No update this month.

e) Short well project planning

Vincent / Dan

Vincent spoke with Valley Water. Need to have a driller who has insurance before we can fill out application for the permitting process. There is a \$500 fee for the permit. Plan to get quotes from 3 drillers. Miles suggested one name, Aaron Bierman of Bierman HydroGeologic. He will send a few other recommendations as well.

Josh reached out to company who can do project management for us.

VII. Roads

a) Roads update

Board

GENERAL NOTICE: Please do not blow leaves or place brush into any drains and/or culverts. The drains need to remain open and clear to prevent flooding and to keep water flowing. Thank you.

VIII. Playground / Clubhouse / Community

a) Replacing the clubhouse back door

Rich / Lisa

Plan to have back door replacement complete by early May. The contractor may make a quote for installing concrete steps on Apache side of clubhouse. This will be discussed at a future meeting.

IX. Adjourn

David

Meeting adjourned at 8:26 p.m.

The next Board of Directors Meeting is scheduled for Thursday, May 14th at 7:00 p.m. at the Chemeketa Park Clubhouse, unless Santa Clara County is still in a Shelter-in-Place order. In that case, the meeting will take place virtually with information to be shared at that time. All members are welcome and encouraged to attend.