

# 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, September 10, 2020

## I. Call to Order

David

Meeting was called to order at 7:05 p.m. In attendance: David Casper, Vincent Mackewicz, Rob Anderson, Sue Levy, Lisa Ridenour, and a few members of the community; all joined via Zoom.

## II. Review and Adopt Minutes

Board

David made a motion to approve the August minutes without changes. Rob seconded; motion approved.

## III. Public Comment

Board

Brad Hartzell shared interest in volunteering to be an alternate Board Member. David made a motion to approve Brad as the first alternate. Rob seconded; motion approved. Dana Hartzell volunteered to take minutes during the monthly Board Meetings as well as assisting the Board with communications to the community.

Discussion about installing a mirror on Ogallala (high side) at Crow to protect both pedestrians and car traffic as the cars are still travelling fast. Another suggestion was a mirror at the corner of Comanche and Nez Perce. Will check on pricing and volunteer efforts.

**ALL RESIDENTS** – It's important that all residents pay attention to plants and brush that surround their houses. Prune trees that are close to the house. Keep plants and brush on your property from becoming overgrown. Prepare for winter now by clearing culverts if they pass by your property.

## IV. Financial Report

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

Lisa

Major expenses for August were: \$1,912 to Cypress Water for leaks and customer service. There are currently 4 delinquent accounts greater than 90 days past due; total amount due is \$11,533. Of these accounts, 2 have water shut off; and 2 are on a payment plan.

### b) Discuss proposals for financial policies

Don / David

Discussion about opening a new bank account. David made a motion to approve opening both a checking and savings account at Wells Fargo on behalf of the Company, with signature authorization for President, David Casper; Vice President, Vincent Mackewicz; and Treasurer, Don Navarini. Vincent seconded; motion passed. Will keep the reserve funds in a separate account which makes it easier to manage. Discussion about possibly placing the Emergency Fund money into an investment account.

## V. Fire Safety

### a) Firewise program update

Jody

Absentee landlord project resulted in good brush clearing at some properties; one landlord took no action; and one landlord clear-cut the property, which was not what the program was intended to do. Will have a retroactive look at how things went during our recent "almost" evacuation incident. That was close. Next step is to do education for the whole community on what to do if an actual evacuation were to occur. Working on Area of Refuge – a staging area for first responders in case of wildfire and a place for residents to come in case of an earthquake. Working on hazardous, or what we like to say, "tricky trees" in the park. Rich suggested using the Mobile Citizen app for trees on county owned streets, which he is doing. Hoping to apply for a \$5,000 grant from the FireSafe Council, with matching funding, to help with hazardous fuel reduction around the back of the Clubhouse. Firewise Committee asked about rolling over remaining budget funds from last year into this fiscal year. With the budget deficit occurring last fiscal year, David stated they would not be able to use those funds, but instead plan on the \$7,000 funds for this year's budget. David discussed splitting account 410 into fire safety and park cleanup. Will create another account number for park cleanup in order to keep the two activities separated, and that account will have \$2,000 for the dumpster budget. The remaining \$9,000 will be for fire safety projects, including the annual FireSafe Council donation of \$2,000. David approved funding for the FireSafe Council donation to be done ASAP and set

this up to be an automatic payment at the beginning of each fiscal year. The donation will be \$2,000/year. Brad Hartzell will recuse himself when taking votes for FireSafe projects, as he will be joining the organization soon. David made a motion to approve \$2K for the annual FireSafe donation. Sue Levy seconded; motion passed with Brad recusing himself.

## **VI. Water Report**

### **a) Water Operations Report**

**Miles**

Total treated water production for August (31 days) was 1,118,453 gallons. The average daily usage per hookup is 240 gallons. The Montevina Pipeline was used during the power outage as the generator project was not quite complete. Data pending for the total usage of pipeline water. The average raw water turbidity for water entering the plant was 2.20 NTU and the average finished water turbidity was 0.050 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain total for the month was 0 inches. Average filter flow rates: 24 gpm; chlorine usage: 21 gals; alum usage: 50 lbs.

Treatment Plant Automation/SCADA Project: This project will resume after the Los Gatos pump station is resolved.

### **b) Leak on Ogallala Warpath repair status**

**Miles**

Leak at the wharf hydrant on lower Ogallala has been repaired. Apology for lack of notice during this issue. The leak was a result of a fitting that cracked on an adapter on the back side of the valve. This was off the main line. The good news is that the valve was not damaged. The repair was complex with needed drying time for a concrete thrust block to hold it in place with supports. In order to follow all State of California Water Board regulations, water had to be shut off, depressurized, then brought back online. In an abundance of caution and to follow all regulations, water needed to be boiled for the residents along lower Ogallala. The Board discussed having a protocol put into place when an issue such as this takes place in the future.

### **c) Los Gatos Creek backup system status**

**Miles**

Miles has this project on his agenda and will attempt to get this done before October 1<sup>st</sup>. The budget for this project has already been approved at \$2,000. Need confirmation that this is accurate for the work that is to be done. Miles will reach out to Chris Sands if needed or to hear his ideas.

### **d) Short well project planning**

**Vincent**

Have received one quote and are expecting another quote from Aaron Bierman soon. Have reached out but he has not responded yet. Will continue making efforts to contact and get the quote so we can move forward.

### **e) Generator installation**

**Dana/Miles**

This project is complete. Miles and Aaron will do a dry run to confirm it is good and verify the testing schedule. The budget for this project was \$17,500, with current billables at \$13,561. With some of the remaining budgeted money, a proposal has been made to the Board to build a roof over the generator to protect it from severe weather, falling limbs, etc. The other idea is to create more storage in the pump house for Cypress Water to utilize. David agreed with the additional pieces of the project, provided the roof and storage do not go over the original budget.

### **f) Watershed sanitary survey**

**Vincent**

We have received an official proposal from Balance Hydrologics (company that will be performing the sanitary survey). The total proposed cost, including additional fees due to COVID-19 is \$7,528.50. This proposal has been approved by the Board and will be signed this week. Vincent will coordinate time with Cypress Water and Balance Hydrologics for a site visit to the Chemeketa Park water plant to perform the site assessment. Survey should be completed late September to early October, 2020.

## **VII. Roads**

### **a) Roads update**

**Board**

David suggested this is the time to "winterize" by clearing culverts, sealing some cracks that were exposed on Assiniboine before the rains. He will re-post the list of culverts from the Dropbox and send the list to Lisa so she can notify the maintenance team. It was recommended this list be posted on the Wiki pages for future reference.

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

### **a) Repairing stairs to Apache Trail**

**Vincent**

The Board is looking for another contractor to quote on the stairs. If you have a recommendation, please reach out to the Board.

## **IX. Adjourn**

**David**

Meeting adjourned at 8:54 p.m.

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The next Board of Directors Meeting is scheduled for Thursday, October 8<sup>th</sup> 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.