

# 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 – [www.chemeketapark.org/contact](http://www.chemeketapark.org/contact)

---

## Board of Directors Meeting, August 10, 2023

### I. Call to Order

Dana

Meeting was called to order at 7:02 p.m. In attendance: Dana Hartzell, Lisa Anderson, Teus Aarnoudse, Erik Wilkerson, Geri Markey, Chrissy Masterson, Lisa Ridenour, Jody McCalmont, George Bruder, Brad Hartzell, and several members of the community, both in person and via Zoom.

### II. Review and Adopt Minutes

Board

Dana made a motion to approve the July minutes without changes. Erik seconded; motion approved unanimously.

### III. Public Comment and Discussion

Board

David Casper shared the advantages of using Dropbox to keep track of CPMWC files for all Board members to see/use. Currently, David has the rights to the account which is \$120/year for a shared folder. We are using 5.3 GB of storage presently. Erik will look for other work collaboration and storage options as well as an efficient way to communicate amongst Board members. **ACTION:** Erik will find possible solutions for file storage/communication for CPMWC.

Board members have noticed a lot of large “junk” items around the park and playground. Green Team has a free pick-up twice/year for each customer to get rid of these larger items. You can visit Green Team at [www.greenteam.com](http://www.greenteam.com) or call them at 408-283-8500. Please don't use the Playground for your trash! Thank you.

### IV. Financial Report

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

Lisa R.

Major expenses paid during the month of July: \$4,986 to SJ Water for Montevina Pipeline water purchases in April/May; \$1,206 to PG&E for electricity at water treatment plant; \$710 to Cypress Water for chemicals; and \$650 for park maintenance. There are currently 4 delinquent accounts greater than 90 days past due; total amount due is \$27,137. Of these accounts 2 have water shut off and 2 are on a 15-day notice.

Erik asked if CPMWC could explore an electronic payment option for members. **ACTION:** Lisa R. will investigate costs, fees, and report back in September. In the meantime, she shared that some residents send their water bill through their bank account on a specific day of the month. Most banks will do this.

**ACTION:** Lisa R. will be going to the County offices to get confirmation on who is the actual owner of the abandoned property on lower Ogallala.

#### b. Capital Improvement Plan project status

Lisa R. / Dana

Most of the Capital Improvement Plan projects are listed in the minutes under the appropriate section: water, roads, clubhouse/playground. Check there for updates.

#### c. Discussion about ADUs

Dana / Board

Some Board members met before the monthly meeting. Although the State of California now allows ADU's (Additional Dwelling Units), Santa Clara County has some regulations which we will investigate. Chemeketa Park is considered part of the Wildland Urban Interface (WUI), and we are located in a severe high-fire threat district. CPMWC collects, treats, and stores water. Currently, we initiate mandatory water conservation during certain times of the year. The Board members are having ongoing discussions as to how this relates to our community.

#### d. Operations Manager job description / posting

Dana

The Board plans to post a job description for an Operations Manager position. This part-time contractor-type position was approved at the Annual Board Meeting on June 4, 2023. The main purpose of the position is to be a quick contact point for residents who are reporting problems with water or roads. The Ops Manager will work with contractors to perform small repairs/maintenance projects or do those repairs himself/herself. For more details, refer to the job description which will be posted on the website at [www.chemeketapark.org](http://www.chemeketapark.org) and the Newsletter link which you can receive by subscribing

here: <http://chemeketapark.org/subscribe/> . If you are interested in this position or know someone who may be interested, please share that with the Board via the website by clicking [here](#) or go to: <http://chemeketapark.org/contact/>

## V. Water Report

### a. Water operations report

Miles

Total treated water production for July (31 days) was 872,8704 gallons. The average raw water turbidity for water entering the plant was 0.577 NTU and the average finished water turbidity was 0.074 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was 0 inches. Average filter flow rate: 22 gpm; chlorine usage: 17 gals; alum usage: 70 lbs. The Montevina Pipeline water usage this month was 0 gallons.

Cypress Water reports that the replacement parts for the damaged equipment due to multiple power outages and surges have been received. Currently waiting for that equipment to be programmed so it can be installed. Miles is in contact with the installer and will report back when project is complete. **ACTION:** Need to budget \$15,000 for tree work at the water treatment plant next month (August/September).

### Water projects update

- 1) Valve Replacement: Dana talked with Guy about a recommendation of the first valve to be replaced. The thinking is to replace the valve that gets "stuck" at Navajo/Comanche. Would like to make a list and then a schedule for all valves. First step, find out how many valves and map them. **ACTION:** Dana to call Guy Furlo for input on valve locations.
- 2) Bollard Replacement/Stairs to Water Treatment Plant: Cypress Water received two quotes: one for replacing the missing bollards in Moody Gulch, and the other quote was for the stairs/railing to get from street level to the water plant. The quote for replacing the bollards and the supporting structure was \$58,650. The quote for the stairs and a "catwalk" between buildings was \$121,320. These prices are much higher than originally thought, and possibly more hardware than we need on both. Miles has one more possible contractor for the bollards, JD Plumbing. Waiting for his reply. We may also ask Dan Franks if he has a reference. Regarding the stairs: Stairs made from wood may last 10-20 years and would be less expensive. Stairs made from concrete, with platforms for more solid structure, would be more expensive but last longer. **ACTION:** Cypress Water to get bollard quote from JD Plumbing ASAP.

### b. Los Gatos Creek system status

Brad / Miles

The past few weeks, Chemeketa Firewise worked on the additional \$25,000 from San Jose Water to strengthen the shaded fuel break through the Forest Health Grant. Victoria and Mara met with representatives from San Jose Water and Huertas to go over the scope of work. Thanks to all the neighbors who let Huertas access their property in order to complete the work. And thanks again to San Jose Water for the commitment to clear the access road and create a 20 ft. shaded fuel break next to Chemeketa Park properties. As a reminder: shaded fuel breaks reduce the power, size, and intensity of wildfires. Even when we don't see them, they are doing the work!

### c. CP Water Storage and Drought Relief project status

Jody / George

**FINANCING:** Documents are ready to secure the line of credit with Rural Community Assistance Corporation (RCAC) in order to finance the construction phase of the grant.

#### DESIGN WORK

**CIVIL ENGINEERING:** Doug Allen, civil engineer, submitted draft site engineering plans for the upper and lower tanks.

**PROJECT MANAGEMENT:** We reviewed the draft site engineering plans and contract language with project coordinator Jeff Tarantino, PE. There is more work to be completed for the plan to go to bid. Because submission of the plan was delayed, we will need to ask DWR for an extension on completion date for Task #4, Design and Contracting.

**Site preparation:** Huertas removed leaning trees and brush from the hillside above the new tank location to prevent potential future problems.

Jody, George and Dana meet bi-weekly for project updates with the Department of Water Resources Project Manager. Our second quarterly report will be submitted this week. A link will be sent to Board members who are encouraged to review the report. Invoices 1, 2 and 3 have been paid. Invoice 4 (\$7,507.50) for Project Manager and Civil Engineer expenses is dated 8/10/23. Total invoiced to date: \$41,072. Total received to date: \$30,208. Note: The State withholds 10% of all reimbursements until the project is complete and they have signed off on it.

**LEGAL:** No new action.

#### **NEXT STEPS:**

- Finalize site engineering plan with Doug Allen & Jeff Tarantino.
- Finalize a plan for temporary storage tanks adjacent to the upper tank site.
- Request a schedule extension from DWR for Task #4, Design and Contracting.
- When the engineering plan has reached 50% completion, submit to DWR for review.
- Begin the County permit and construction bidding process.

- Have Jim Ciampa from Lagerlof, LLC provide legal review of the language for the construction contract document bidding process.

#### d. Meters and distribution system status

Meters:

Jody

No updates at this time on meters.

Distribution System:

Dan

**An Introduction for the community:** The *distribution system* is basically the way water is transferred from the clearwell tank (at the bottom of Ogallala) to the storage tanks (on upper Ogallala). For reference, the \$1.8M grant we received from the State is for replacement of the *storage system* (the tanks at the top and bottom). The *distribution system* includes the pipes to carry the water and motors to pump the water uphill for storage. Cypress Water and CPMWC are looking at the current distribution system equipment to see if there needs to be an upgrade. Are the pipes in good condition? Are they the correct size? Will the pumps be able to push the water uphill? Do we need larger pumps? There is more dialog needed to answer these questions. **ACTION:** Cypress Water and Dan Markey will meet to make a plan.

### VI. Fire Safety

#### a. Firewise program update

Jody

As mentioned above, a huge victory for Chemeketa Park! Following a Firewise meeting with San Jose Water (Firesafe Council did not show), SJ Water paid a contractor \$25,000 to clean the SJW access road and created about a 20' buffer around properties neighboring SJW (primarily Assiniboine, Lower Comanche, and Modoc). Work is complete and very thorough. Chemeketa Firewise is in discussion with SJW to have additional work done. Big thanks to SJW and Jared Lewis, Manager of Environmental Planning and Natural Resources. In addition, Huertas has completed the chipping piles that Firesafe Council left behind. Chemeketa Firewise has prioritized the new hazardous fuel reduction and tree work for this fiscal year. A newer area of focus for Chemeketa Firewise is **reforestation**. For areas where trees and brush have been limbed or removed, we need to create a new overstory to provide shade below. Otherwise, brush and weeds will continue to proliferate. With consultation from foresters and native plant experts, we are developing a long-term plan. **Please reach out if you are interested in participating in this important project.**

HIZ Assessments: Our volunteers (thank you fabulous Assessors!) are available to help you determine priorities to make your home and yard as fire safe as possible. Email [chemeketafirewise@gmail.com](mailto:chemeketafirewise@gmail.com) for a free assessment. Residents are using this service and actively making significant improvements to the safety of their homes and yards.

Emergency Responder Access on Edwards: Concern has been expressed by County Fire and by neighbors regarding the cars parked on Edwards Rd. Some of these cars are blocking fire and other emergency response crews from the primary ingress/egress to/from Chemeketa Park. A County Roads & Airports engineer is conducting a study to determine how to ensure that the road remains accessible.

**Zonehaven** was bought by **Genasys Protect**. This service encourages residents to sign up to receive notifications including Fire Evacuation Warnings/Alerts, Shelter in Place, Clear to Repopulate, and more. Our zone has not changed: **SCC-052**. Find this service online at <https://protect.genasys.com>. Or search for **genasys** in the app store.

Education: This winter we will host a workshop to address concerns and options for **homeowners insurance** as it relates to fire. We will share the event with neighbors from Aldercroft Heights in our first shared Firewise event.

### VII. Roads

#### a. Roads project updates

Board

Geri has confirmed with Santa Clara County Roads and Airports (SCCRA) that lower Ogallala Warpath is indeed a County-maintained road. Upper Ogallala is evidently not a County road, but....all of Edwards towards Navajo Trail to Pawnee Trail IS a County maintained road.

Ogallala Warpath: Geri contacted SCCRA regarding a couple of trees on both lower Ogallala and upper Ogallala. The Assessor's office confirmed that these trees are privately owned. On lower Ogallala near the entrance, a tree is leaning which will potentially damage the power/electric services and water treatment plant when it falls. On upper Ogallala, a large tree is encroaching on the road making it difficult for emergency vehicles to use that road. Geri is drafting a document to ask the owner's permission to remove these trees. **ACTION:** Dana will contact the owners of the property with the trees on upper Ogallala and Geri will contact the owners of the property on lower Ogallala.

Road Encroachment: The Board is **looking for assistance from the community**, (that is YOU), in reviewing specific roads in the Park that are difficult for first responders to get through, and how we remedy that situation. The Bylaws state in *Section 5.1 that any obstructions on the roads in the Park must be removed and Section 5.1.3.1 further states the type of obstructions: "Any tree, hedge, shrub or structure overhanging a road that threatens to impede traffic or endangers motorists, cyclists or pedestrians"*. This statement can/should be updated to include "first responders" as ones who must

also not be impeded. **Now is the time to offer your assistance on a critical project for the safety of all.** Erik offered to help with starting the Standard Operating Procedure (SOP) process. **ACTION:** Erik will begin writing a SOP for road encroachments. **ACTION:** Dana will add “first responders” to the Bylaws.

To get an update on County road repairs, [here](#) is a link or you can go to: <https://countyroads.sccgov.org/storm-damage>

**b. Planning for road crack sealing**

**s Chrissy / Rich**

Rich contacted Travis Bond regarding setting a date to seal the cracks in the road. Travis is out of town early August, but will get us a September date when he returns. **ACTION:** Dana will get a firm date from Travel Bond for sealing work. **ACTION:** Chrissy/Rich/Dana will determine areas needing sealing and make a notification plan for the community.

**VIII. Clubhouse / Playground / Community**

**a. Clubhouse project updates:**

**Board**

Need to get a few quotes for replacing the siding on the Clubhouse due to woodpecker damage. This is a Capital Investment Plan item.

Clubhouse: Lisa A. purchased new heavy duty outdoor welcome mats for all three entrances. She has also installed non-scrape “feet” for the chairs to keep the slate floors from getting scratched. Tables are next. Discussion about reducing the risk of accidents on lower Ogallala at Crow with a mirror. Cost for 30” outdoor mirror is \$187 plus tax/shipping. Dana made a motion to spend up to \$250 for purchase of a 30” convex outdoor acrylic mirror for the corner of Ogallala and Crow to increase visibility and safety. Erik seconded; motion passed unanimously. Request made to get the Clubhouse a deep cleaning. Lisa A. will coordinate.

Playground: Erik has offered to help w/playground projects. We will make a list of maintenance issues, starting with smoothing out the bike path (fill holes).

Community: With Zoom remaining as an easy way to participate in monthly meetings, the Board is investing in cabling, wifi, speaker, and a monitor to mount on the wall so Board and community members alike can view information that is shared. Dana made a motion to approve NTE \$1,000 for the media equipment to run the Board meetings. Erik seconded; motion passed unanimously. This expense will be taken from the Board discretionary fund.

**b. Pest control update**

**Dana**

Baseboard was installed in the Clubhouse closet as this is the suspected entry point for the little mice. A Board member found one of the mouse traps on the outside of the Clubhouse in the dirt by the back door. The trap is made of stiff plastic and was attached to the basement of the Clubhouse with iron stakes, away from view. Because it was broken into smaller pieces it was probably not an animal. Children and adults alike should be aware of the traps and stay away from the underneath parts of the Clubhouse area.

**IX. Adjourn**

**Dana**

Meeting adjourned at 9:01 p.m.

**HOW TO STAY IN TOUCH:** To find out what’s happening in the Park: Website: [www.chemeketapark.org](http://www.chemeketapark.org) ; subscribe to the Newsletter list: [www.chemeketapark.org/subscribe](http://www.chemeketapark.org/subscribe) ; Twitter: @chemeketapark ; Nextdoor; and check out the Message Board at the entrance to the playground.

---

The next Board of Directors Meeting is scheduled for Thursday, September 14<sup>th</sup> at 7:00 p.m. at the Clubhouse. The meeting will also be held via Zoom, which is available on the Chemeketa Park website: [www.chemeketapark.org](http://www.chemeketapark.org). All members are welcome and encouraged to attend.