

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

Board of Directors Meeting, September 14, 2023

I. Call to Order

Dana

Meeting was called to order at 7:04 p.m. In attendance: Dana Hartzell, Lisa Anderson, Erik Wilkerson, Geri Markey, Chrissy Masterman, 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 August minutes with one small change: Cypress Water Systems total gallons of water for the month was actual 872,705. Chrissy seconded; motion approved unanimously. Correction made.

III. Public Comment and Discussion

Board

A member wanted to know how much each resident is charged for road maintenance. Road maintenance is included in the monthly assessment which is \$212.

Discussion about reminding all homeowners that brush around each of our houses must be trimmed to ensure a safe environment for each one of us. It's not just overgrown ivy that must be abated, it's also about keeping trees and brush under control. Each one of us makes a difference. If you are challenged with keeping brush trimmed around your house, please contact the Board or our Chemeketa Firewise group for suggestions. This is important. Thank you.

CPMWC needs a Webmaster to update the website when needed AND make it a more useful tool for the community. If you have the know-how and would be willing to help out a couple of hours/month, please notify the Board at <https://chemeketapark.org/contact> Thank you!

IV. Financial Report

a. Expenditures, budget, past due accounts

Lisa R.

The full financials were not discussed at the meeting but were provided on September 27th. Major expenses paid during the month of August: \$1,206 to PG&E for electricity at water treatment plant; \$424 to Greg Richardson (handyman) for installation of the baseboards in the Clubhouse closet; and \$267 for printing and office supplies. The remainder of the August expenses will be paid in September. There are currently 5 delinquent accounts greater than 90 days past due; total amount due is \$28,534. Of these accounts 2 have water shut off, 1 is on a payment plan, and 2 are on a past due notice.

Erik will look into setting CPMWC up for electronic payment of monthly assessments. Vincent may also have a lead.

ACTION: Erik will investigate electronic payment options.

b. Updates on water connections

Dana / Board

Some members of the Firewise group attended the Mountain Residents Night Out on August 23rd. At that event, they were able to briefly talk with Supervisor Joe Simitian about the updated ADU regulation and how it adversely affects our community. He suggested we talk with Kris Zanardi, his Policy Director. We met Kris at the CWPP meeting on August 30th and explained our situation of being at capacity for providing water to our community. When we left, we gave her a letter which gave her a brief history and explained our particular hardships. She is currently speaking with the state County Counsel office and will get back to us in "short order". We are also in the process of explaining this to our own legal counsel for some direction.

c. Finalize Operations Manager job description / posting

Dana

Updated the job description to post around the community via the Website, Newsletter, Nextdoor, and Message Board. The Ops Manager would ideally be a member of the mountain community, who has a basic understanding of how things work in Chemeketa Park, with a Mutual Water Company, and is willing to learn. This person can also be filled by an outside contractor who is willing to work part-time, as needed. If you know of a good candidate, please contact the Board at www.chemeketapark.org/contact.

V. Water Report

a. Water operations report

Miles

Total treated water production for August (31 days) was 972,652 gallons. The average raw water turbidity for water entering the plant was 0.316 NTU and the average finished water turbidity was 0.056 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: 18 gals; alum usage: 75 lbs. The Montevina Pipeline water usage this month was 0 gallons.

On August 28th Brad met with a representative from the MISCO Water Co. MISCO sells "Packaged Water Treatment Plants.". He also met with a product specialist from WesTech, the company that built our current *Water Boy Packaged Water Treatment Plant*. This meeting is the beginning of an investigation of whether our existing water treatment plant should be/could be refurbished or replaced. The WesTech representative stated that all "Water Boy" Packaged Water Treatment Plant construction has been suspended. The Water Boy PWTP model is outdated, and newer PWTPs are available that may better fit the needs of Chemeketa Park.

We are waiting for a report from the WesTech representative about the possibility and costs of refurbishing our current Water Boy PWTP and preliminary cost estimates to replace our current PWTP with a newer, updated PWTP system. This information will assist the Board of Directors and the community, to plan for our future water production needs, and the financial requirements for either option. Questions to be answered:

- Should our current PWTP be refurbished?
- What would refurbishment cost?
- What would the expected lifetime of the Water Boy PWTP be before and after refurbishment?
- Cost of a new PWTP?
- How do we plan to pay for and install a new PWTP?
- Would the plumbing of a new PWTP impact the new grant-funded water tank's plumbing and infrastructure?

Brad stated that if we upgrade our water storage tanks on either end of our water system, we should also evaluate and update the infrastructure between the new upper and lower water storage tanks. This system-wide evaluation should include the upgrades of the water treatment plant, pumping capabilities, and replacing the current water transmission line from the water treatment plant to the new upper water storage tank. In addition, investigate upgrading /redesigning the Chemeketa Park water distribution system.

As a reminder to the Board of Directors and the Chemeketa Park community, every dollar spent on infrastructure hardening and resilience will save us upwards of six dollars in recovery costs. We will not be able to prevent all damage due to weather or fire events, but we may be able to reduce the extent of damage and, therefore, the downtime and overall recovery costs.

Water projects update:

- 1) **Valve Replacement:** Dan Markey gave us a list of valve locations which is a great starting point. Will make a schedule and report back next month.
- 2) **Bollards:** CPMWC has now received two quotes for replacing the bollards in Moody Creek: \$58,000 and \$53,000. Once the job is awarded and work is completed, this expense will be submitted for potential reimbursement to our insurance company as storm damage.

More Water Report updates:

Still need to get a second bid for repairing the weir gate. The first bid was \$121,000. Will try to find another source. Again, this will be submitted to the insurance company.

ACTION: Teus will work on an additional bid for the stairs leading down to the water treatment plant; then make a decision.

Some of the lighting around the pump house was damaged from the storm. These lights need to be repaired, but the goal is to have lighting around the pump house and treatment plant for the occasions when someone needs to check the plant at night. **ACTION:** Brad will contact Chase Electric to submit a quote for lighting around the pump house. Timing for this will be when steps are done.

Discussion about creating/updating a list for future projects that we can work on over the next 20+ years. This list will include storage (which is currently being updated with the Drought Relief State Grant), transmission lines, and the distribution system. This will be a working file, so CPMWC is thinking forward and planning ahead.

Have received three bids for tree work at the water plant. This project will be taken from the Board Discretionary Fund. Chrissy made a motion for funds of \$11,250 from CJ Tree Care Inc. to remove trees according to their bid around the water treatment plant utilizing the Board Discretionary Fund. Dana seconded; motion passed unanimously.

b. Los Gatos Creek system status

Brad / Miles

No updates.

c. CP Water Storage and Drought Relief project status

Jody / George

FINANCING: No new information.

DESIGN WORK

CIVIL ENGINEERING: Doug Allen submitted a draft **site engineering plan** for the upper and lower tanks. These have been reviewed and refined to the point where we sent them to DWR as our 50% submittal. DWR provided feedback which Jeff and Doug are addressing. Next submittal (by late September) to DWR will be at 90% which will include an updated plan and specifications as well as cost estimates.

Temporary Storage Plan (for when upper tanks are replaced): Met with Dan Franks and Jason from Freyer & Laretta to plan for temporary storage which is expected to be placed on Holy City land. Minimal land work and some plumbing will need to be completed in order to prep the site and connect to the distribution system. The pad will be roughly 20' X 30'. Six 5,000 gallon polyethylene tanks will be adequate – 30,000 gallons. Dan will ask CPMWC to sign a legal document when we have a more detailed plan. This plan will require DWR and Division of Drinking Water approval but shouldn't be a problem. The new lower tank will be our true storage. The purpose of the temp tanks is to 1) add additional storage and 2) avoid having the pumps run so frequently, i.e. the pumps can continue to run the way they do currently so they will not need to be re-engineered.

Either CPMWC or the construction contractor will purchase the tanks. The contractor then will be responsible for disinfection, installation, plumbing, maintenance, etc. This approach puts the responsibility for storage management on the contractor and removes the possibility of the contractor blaming CPMWC or slowing progress should an issue arise. Miles will be needed to collaborate with the contractor to get the controls correct.

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 in order for the plan to go to bid. Because submission of the plan was delayed, we have asked DWR for an **extension on completion date for Task #4, Design and Contracting**. The original end date was September 29 and will now be March 1, 2024. The timeline for overall completion is still on target.

Jody, George and Dana meet bi-weekly for project updates with Department of Water Resources Project Manager. We were just assigned a new Project Manager. Our second **quarterly report** was approved. All **invoices** have been paid.

LEGAL: No new action.

NEXT STEPS:

- Continue to refine site engineering plan with Doug Allen & Jeff Tarantino. When the plan has reached 90% completion, submit to DWR for review.
- Finalize a plan for temporary storage tanks adjacent to the upper tank site.
- Secure approval for the amended Task 4 timeline.
- Begin the County permit and construction bidding process, concurrently.

d. Meters and distribution system status

Meters: No updates currently on meters.

Distribution System: Discussion regarding possibly using the Project Manager from the Drought Relief Grant project, Jeff Tarantino, to look at the distribution system when the time comes.

VI. Fire Safety

a. Firewise program update

Mara

Chemeketa Firewise continues to get more sign-ups for the Home Ignition Zone (HIZ) Assessments. Fall is the time for the free, one-hour assessment. Neighbors can sign up at <https://tinyurl.com/HIZChemeketaPark> or visit the Chemeketa Park website at <https://chemeketapark.org/your-neighborhood/firewise/> .

VII. Roads

a. Roads project updates

Geri / Board

The leaning tree on lower Ogallala was removed...Thank you Geri!! Dana has contacted the homeowners on upper Ogallala regarding the large redwood tree cluster to see if they would be willing to have them removed for the good of the road. Geri spoke with the County Planning Department, and they strongly cautioned against improving the "road" because it will require satisfying new code requirements which includes the need for 20' width. Have also reached out to several arborists for comments about that tree.

Update on the current road closures: Site #1 (OSCH) Old Santa Cruz Hwy approx. 0.2 mi north of Aldercroft Heights Road – reopening Fall, 2024. Site #2 (OSCH) Old Santa Cruz Hwy approx. 250 ft. south of Wright Drive – road open to traffic for homes along this area and is almost completed. Site #3 and #4 (NB OSCH) Old Santa Cruz Hwy between lower Ogallala Warpath and Idylwild – open to traffic. Repairs TBD by County Roads. NB OSCH – south of lower Ogallala Warpath near the water intake system – repairs TBD by County Roads. Edwards>Navaho>Pawnee – Geri submitted a request for vegetation clearing to County Roads – ETA pending. In regard to any type of improvement along these specific roads, requests must be submitted to the County Roads and Planning Department for approvals and permits such as grading, etc. and satisfying all new code requirements, e.g. 20' wide road.

b. Planning for road crack sealing

Chrissy / Rich

Travis Bond has put us in his calendar for fall. He says he would be able to complete the crack sealing in late October, early November.

VIII. Clubhouse / Playground / Community

a. Clubhouse project updates:

Board

Clubhouse:

Lisa and Rob have completed the installation of rubber feet on the tables/chairs so we do not damage the floors in the Clubhouse. Thank you!

Teus will get a couple of quotes for the siding project for the Clubhouse to help with woodpecker damage. This is a Capital Improvement Plan project. Will get an update next month. **ACTION:** Teus will get a quote for siding.

Playground:

Erik is creating a list of improvements that the community would like to see at the playground. If you have suggestions, please contact the Board at <https://www.chemeketapark.org/contact/> or click [here](#).

Community:

An Audio/Visual system was installed this month so that community members can be more involved in monthly meetings both at the Clubhouse and at home. Please join your fellow community members the second Thursday of each month for the Board Meetings, either in person or via Zoom and see what's new! There's a lot going on here. 😊

b. Pest control update

Dana

The pest problem appears to have been eradicated. We will continue with a quarterly "check" for the rest of this year and evaluate again at that time.

IX. Adjourn

Dana

Meeting adjourned at 8:43 p.m.

HOW TO STAY IN TOUCH: To find out what's happening in the Park: Website: www.chemeketapark.org ; subscribe to the Newsletter list: www.chemeketapark.org/subscribe ; X-formerly known as Twitter: @chemeketapark (working on an update); Nextdoor; and check out the Message Board at the entrance to the playground.

The next Board of Directors Meeting is scheduled for Thursday, October 12th 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. All members are welcome and encouraged to attend.