

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, May 11, 2023

I. Call to Order

Dana

Meeting was called to order at 7:01 p.m. In attendance: Dana Hartzell, Chrissy Masterman, Neil Abranyi, Jody McCalmont, Brad Hartzell, and a few members of the community, both in person and via Zoom.

II. Review and Adopt Minutes

Board

Dana made a motion to approve the April minutes without changes. Neil seconded; motion approved.

III. Public Comment and Discussion

Board

With the changing times, there has been a decrease of community involvement in terms of labor and expertise in assistance with clubhouse, road repairs, as well as small water issues. The Board presented an outline for an Operations Manager position to share some of the workload related to keeping the park operating. Some duties would include: communications, website maintenance, small construction projects, getting bids, talking with contractors, maintenance, etc. **If YOU or SOMEONE YOU KNOW would be a good fit for this position, even for parts of it, please contact the Board using above email address.** It is not necessary to have all the skills – some aspects can be learned.

Neil brought awareness to the Board regarding several bay trees on Chemeketa Park property that are a danger and should be removed. **ACTION:** Brad will look into the removal of the trees.

IV. Financial Report

a. Expenditures, budget, past due accounts

Lisa

Major expenses paid during the month of April: \$28,583 to Cypress Water for storm damage repairs to the water plant; \$2,900 to Mia Bella tree services for brush clearing at Lion's Creek (Firewise); \$2,317 to SCC Tax Collector; \$2,120 to San Jose Water for Montevina Pipeline water; and \$951 to PG&E for electricity at water treatment plant.

The amount of \$24,668 for above mentioned storm damages has been submitted to the insurance company and the status of the claim is still pending. **ACTION:** Neil will confirm date for adjuster to visit, and Brad will assist in explaining and confirming the history of the damage to the adjuster. Additionally, the Board received a large amount of back assessments in April (\$94,944). The Board voted for those funds to be allocated to the Water Reserve Fund account.

Brad will talk with Lisa next week re: locating and documenting the list of light posts and lights around the park, specifically on Apache. Lisa will then update the PG&E monthly bill. **ACTION:** Brad will finish the location of PG&E light posts in the Park.

b. Agreement on final budget for 2023/2024

Lisa

The 2023/24 budget was presented by Lisa. New additions to the budget include interest payments for the grant project (\$3,000); the Operations Manager position (\$19,200), adding to the Emergency Reserve Fund to maintain the RCAC recommended amount (\$12,000/year for 5 years). The Board is considering a Water Meter Fund as we are not eligible for grants or state money for this required project. Account 720 was split into two parts – 720 for main pump/filters, and 725 for pump house structures. Account 725 will have a budget of \$18,500 for repair of the bollards damaged by the storms, as well as fortifying the stairs and adding railings on the pathway to the pump house and water treatment plant.

c. Agreement for financial review and tax preparation

Lisa

The final version of the Capital Improvement Plan will be presented officially at the May 25th planning meeting. We were not able to show it on the screen via Zoom.

d. Scheduling the dumpster dive event

Lisa / Dana

The dumpsters are scheduled to be ordered and delivered for June 10-11, the weekend following the Annual Meeting. The Board members and James Green will divide the time to supervise and assist while the dumpsters are at the park.

e. Planning for the Annual Meeting

Board

The Board will meet on May 25th at 7:00 p.m. at the Clubhouse to finalize plans for the Annual Meeting, including updating slides and assigning jobs for the meeting.

V. Fire Safety

a. Firewise program update

Jody

Chemeketa Firewise conducted an Evacuation Exercise and Drill on April 22nd. It was attended by more than 30 households in the neighborhood along with Santa Clara County Fire Department E84, CalFire E1663 from Alma Station and E3638 from Burrell Station, as well as several Sheriff and CHP officers. Families got a text message to “evacuate” which allowed them to practice getting things together in order to leave the community within 10-15 minutes. “Evacuated” households drove to Lexington School to meet up with the Fire and Sheriff crews for a debrief. Responding agencies also learned a great deal from the exercise, such as checking traffic flow and finding and marking homes that participated in the drill. One of the big takeaways SCCFD would like all residents to know is your [Zonehaven Zone](#). It is **SCC-E052**. Go to www.zonehaven.com to look up your zone and write it down. This is how we will be told to evacuate if an emergency comes up. They also encourage families to leave when the “warning” is given, instead of waiting for the actual evacuation. A Resident Report from this drill will be posted on the website and included in your monthly billing for May.

VI. Water Report

a. Water operations report

Miles

Total treated water production for April (30 days) was 601,003 gallons. The average raw water turbidity for water entering the plant was 19.5 NTU and the average finished water turbidity was 0.086 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was .4 inches. Average filter flow rate: 22 gpm; chlorine usage: 14 gals; alum usage: 40 lbs. The Montevina Pipeline water usage this month was 129,434 gallons. The facility was mostly operating with Moody Gulch water for April.

Multiple items have been purchased for the plant, including but not limited to: NTU meter & controller (new effluent NTU meter has been installed), reserve/replacement pumps (influent/effluent), chemical feed pump(s), and the Main Pump System replacement control panel upgrade components.

b. Los Gatos Creek system status

Brad / Miles

There are currently no new updates on the removal of the water system infrastructure from the Los Gatos Creek, but this subject will remain on the agenda until it is completed and fully cleared out.

c. Drought Relief Grant project status

Jody

CEQA: State exemption was approved.

FINANCING: All documentation submitted. Line of credit will be approved pending Resolution from the Board (which must first be approved by the membership).

DESIGN WORK:

SURVEY: Complete unless additional work is needed.

GEOTECHNICAL: Report was submitted and sent to Doug Allen, Civil Engineer of Wy’east Engineering.

CIVIL ENGINEERING: Doug Allen is developing a plan for the upper tank area based on surveyor and geotechnical findings.

PROJECT MANAGEMENT: Agreement signed with Freyer & Laurretta. Jeff Tarantino, PE will oversee project design, permitting and bidding process for a construction contractor according to State guidelines.

Jody, George and Dana meet bi-weekly for project updates with Magdalena Gudino-Cisneros, PE, our Department of Water Resources Project Manager.

The first quarterly report was submitted to DWR and the first 2 invoices for reimbursement were also submitted. The first was approved and we await a check. The second is being processed.

LEGAL: No agreements needed to be reviewed this month. Total spent to date \$1,541.

NEXT STEPS: Receive design plan from Doug Allen, submit the plan to DWR for approval, and begin the County permit and construction bidding process.

d. Meters and Distribution System status

Jody

No updates on the water meters at this time. We received a proposal from our DWR grant project Civil Engineer, Doug Allen, for a plan to engineer the upgrade of the water distribution system. Note: This is a completely separate project from the grant and would be financed separately.

VII.Roads

Board

The Board will begin the planning process for road resurfacing in Spring/Summer 2024, including getting an update quote for the project. **ACTION:** Chrissy and Rich will call for an updated bid for this project.

VIII.Playground / Clubhouse / Community

Board

No new updates at this time.

IX.Adjourn

Dana

Meeting adjourned at 8:13 p.m.

UPCOMING EVENTS:

- Household Hazardous Waste Day is Saturday, May 20th at the Playground from 10:30 a.m. to 12:00 p.m. See website for more details.
- Annual Meeting is on Sunday, June 4th at 1:00 p.m. Lots of important information to share including assessment rate increase and the status of storm damage. See you there!
- Annual Dumpster Dive is Saturday-Sunday, June 10-11 at the playground from 9:00 a.m. to 4:00 p.m. each day.

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 ; 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, June 8th 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.