

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

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## Board of Directors Meeting, February 8, 2024

### I. Call to Order

Dana

Meeting was called to order at 7:02 p.m. In attendance: Dana Hartzell, Erik Wilkerson, Teus Aarnoudse, Chrissy Masterman, Lisa Anderson, Geri Markey, Dave Shimmin, George Bruder, 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 January minutes with one change, which is to use the word “bridge” vs. “road” in the Roads section. Erik seconded; motion approved unanimously.

### III. Public Comment and Discussion

Board

Discussion about the history of the bridge on Apache Trail. Resident concerned about having only one way out in case of emergency. Resident wants the bridge on Apache fixed so the road goes through. However, the bridge is not considered a road. Geri asked resident to send the information she has regarding the road. Geri will look into it and report back next meeting.

A previous resident of Chemeketa Park from the 50's and 60's has contacted the Board via the website and shared that she would like to pass down a keepsake quilt from her time living in Chemeketa Park. The Board will reply and try to set up a time to meet her and her remaining family during spring or summer.

### IV. Financial Report

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

Lisa R.

Major expenses paid during the month of January were: \$978 to Cypress Water for chemicals and tests. There are currently 5 delinquent accounts greater than 90 days past due; total amount due is \$32,074. Of these accounts, 3 have water shut off, 1 is on payment plan, and 1 has a past due notice. **ACTION:** Brad and Lisa R. will work together to write an insurance claim for the bollard work and the extra tree work at the end of Assiniboine from the storms last winter.

#### b. CWS Operations/Maintenance Contract Renewal

Board

Dana gave a brief history of the working relationship with Cypress Water Services and Chemeketa Park Mutual Water Company. There was a discussion during the meeting to review terms of a proposed updated contract and rate increase. A meeting will be set up in February with CPMWC and CWS to go over terms.

A very brief history: CWS has been our Water Plant Operator since December, 2016. At the time they took over as Water Operator, we had been without a water master for quite a while. Our previous operator passed away of cancer and we had a few part-time folks helping us out until we found a permanent solution. From those days, where it was like the wild, wild west, to today, is noteworthy. CWS continues to bring us up to current standards as required by the SWRCB (State Water Resources Control Board) and DDW (Dept. of Drinking Water). Miles and his crew have helped us step up the water system in collection, treatment, and delivery. Storage is being addressed by George/Jody and the work they are doing with our \$1.8M grant for updating storage capacity and reliability. The Board will discuss the terms requested and meet with CWS. **ACTION:** Schedule 2-3 Board members to meet with CWS regarding proposed contract.

#### c. Insurance policy review

Geri

Board members will review insurance renewal policy.

#### d. Operations Manager Update

Dave S.

Dave Shimmin, our Operations Manager, had a busy month. He was introduced to Miles and will set up a time to review the workings of the water treatment plant. He also met with Geri for an overview of roads issues. On January 27<sup>th</sup>, Dave, Geri, and Hansel Soto from Santa Clara County Roads met to discuss repairs at the Edwards and main entrances. Dave checked water levels at the upper tanks manually and confirmed the new generator was working during our power outage this month. He cleared many downed branches at Nez Perce/Comanche, cleared storm drains at Kiowa/Comanche, and

Assiniboine/Comanche. Dave also raked the steps down to the water plant and recycled old paint cans at Ace Hardware. In the process of repairing a sinkhole on the path at playground. Thank you, Dave!

**e. Motion to move Geri Markey to Director position Dana**

Dana made a motion to bring Geri Markey from her First Alternate position on the Board to a Director and assume the position of Treasurer for the remainder of her term. Erik seconded the motion; motion was passed unanimously.

**V. Water Report**

**a. Water operations report Miles**

Total treated water production for January (31 days) was 556,690 gallons. The raw turbidity average for water entering the plant was 0.830 NTU and the finished water turbidity average was 0.097 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was 8.75 inches. Average filter flow rate: 37 gpm; chlorine usage: 23 gals; alum usage: 110 lbs. The Montevina Pipeline water usage this month was 128,583 gallons. Heavy rain during January affected the ability to treat Moody Gulch water during the month. A large leak was found to an underground pipe that is fed by the Montevina Pipeline which most likely caused a significant amount of water loss when using their water this month. This leak has been fixed. The new remote access main pump panel is partially installed. We are waiting on a resistor to wire-in the older sensor technology to the new system. This part has been ordered. At the time of this report, the upper storage tanks are at 18.5 feet.

Discussion on next steps of how to improve pump capacity. At this point, the pumps match the output of the Waterboy. The new skid has one of the 60 gpm pumps along with the 45 gpm pump and that has increased our capacity to move water up to the storage tanks. When the new tanks are installed from the grant project, the Board can take another look at this.

Geri requested a schedule date to repair the road depressions at Comanche/Modoc and Navajo/Pawnee. This work will need to wait for dryer weather, then get scheduled. Miles will meet with a couple of members of the Board regarding an updated contract.

Water Project Updates:

Water Boy – In January, Brad presented two options for our 42 year old PWTP, Packaged Water Treatment Plant. There are two options: \$80,000 for a refurbished product; or \$360,000+ for a new upgraded PWTP. There was discussion about refurbishing the Water Boy and getting several more years while we plan and create a budget for the all new PWTP. For the next meeting, we should make this an agenda item and discuss both options; make a motion to secure funding for refurbishing; and start planning to replace our old unit with a new PWTP. We should look at the life expectancy for both products for financial planning purposes. **ACTION:** Ask a Board member or a community member to do some research to see if there are County, State or Federal grant opportunities available for this project. There are low interest rate loans available through the Small Business Administration that could possibly assist us in this major project.

Miles discussed moving the chemicals from the back corner of the WTP to either an open area in back or possibly outside, which will reduce or prevent corrosion to the Water Boy. Dave Shimmin said he would take a look to see if he can make a suggestion. Also, discussion about investing into upgrading the electronics in the WTP. Miles says solid state electronics should be taken out and upgraded. The electronics upgrade could possibly be less money than a total refurbishment of the Water Boy.

Stairs from OSCH down to the pumphouse – Teus will check to see if there are any price changes and try to set up the stairs project to happen in April, which will depend on weather.

Retaining Wall from OSCH/Ogallala down to the pump house – Teus and Dave S. will move this project forward by getting a few bids for the retaining wall heading from the intersection of OSCH/Ogallala on the street level down to the Pumphouse. **ACTION:** Teus and Dave S. to get bids for building or upgrading the retaining wall at the WTP.

Future Water Project Updates:

**ACTION:** Board – In preparation for March BoD Meeting – prioritize the following projects for budget planning purposes. What needs to be done this next fiscal year? What can wait 1-2 more years?? Need cost estimates on all.

- Upgrade the lighting in and around the WTP – Miles will contact Seidel Electric for a quote.
- Improve the walkway between WTP and the Pumphouse.
- Safety railing along the retaining wall along edge of Moody Gulch and the WTP.
- Repair/replace the weir gate at the WTP – Miles will update next month.
- Investigate new roofs for both the WTP and the Pumphouse.
- Investigate installing new siding on both the WTP and Pumphouse.
- Improve erosion control near WTP.
- Remove abandoned Los Gatos Creek water connection.

**b. Los Gatos Creek system status Brad / Miles**

No updates.

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

Jody / George

**FINANCING** – Reached out to Rural Community Assistance Corporation (RCAC) to update documents already submitted and to provide final documents to initiate the loan process: 4/30/23 Audit, 12/31/2023 in-house statements (income/expense statement), and 4/30/24 budget.

**CIVIL ENGINEERING** – Doug Allen refined our 90% draft site engineering plans for the upper and lower tanks. State review showed no technical issues with the plans. Even though we have been delayed with the County Architectural Site Review Process (ASA), we have moved ahead in tandem in order to stay closer to our timeline. Jeff indicates that it is highly unlikely that the County will have any engineering issues.

**BUDGET** – Current budget estimates are coming in below budget. Invoice #106 for \$9,651.54 was approved by DWR and sent to the state comptroller for payment.

**COUNTY ARCHITECTURAL SITE APPROVAL (ASA) and PERMITTING** – Per Project Coordinator, Jeff Tarantino, the County Planning Department has reviewed our plan for architectural site approval. It still needs to go through a review process and a public hearing is necessary. When we have feedback from the County Planning Commission, we will go to the Building Department for approvals and permits. The County Project Manager stressed the importance of the County staff working with us to streamline as much of the process as possible, so we do not risk the DWR funding.

The Chemeketa team met with representatives from the County for our Pre-Application meeting. Each department provided feedback, suggestions and/or questions regarding the project. Overall, the feedback is very positive and the various County agencies are willing to help streamline the project to conform with our DWR timeline. We will await the County's written summary of tasks which should be provided this week.

Some task highlights for Chemeketa Project staff to complete include:

- We need to secure a permit for the retaining wall above the upper tank farm. Jeff has reached out to Hohback-Lewin, who are structural and civil engineers, to assist with permitting for the retaining wall.
- Providing a new survey drawing of the lower tank area which clarifies site borders. Jeff will work with Cross Land Survey to assist.
- Merge lots on the upper site. Jeff will work with Cross Land Survey to assist.

When these tasks are complete, we will check in with the County project manager to ensure that everything is in order. Then the formal application review will be completed at a Planning Commission hearing.

**PROJECT MANAGEMENT** – The project is now expected to go to bid for a construction contractor by March 15. Public notice will be published in the San Jose Mercury News. We will then acquire bid sets within a month. Bids will be "conditional" given that we are still in the permitting process. This is not uncommon practice in the industry.

**DEPARTMENT OF WATER RESOURCES (DWR)** – George, Jody, and Dana meet biweekly for project updates with the Department of Water Resources Project Manager, and sometimes a senior engineer.

**NEXT STEPS** – Engage with Hohback-Lewin for structural engineering services for upper retaining wall. Refine the site engineering plan. Continue the County Building Department ASA and permit process. Put the plans out to bid this month. Submit bid sets by March 15. Refine plan for water distribution when upper tanks are offline.

### d. Meter Project status

Board

Meters: This project must be completed by 2032. **ACTION:** Teus and possibly Jody will take a look at the project and then check in with the Board.

### e. Distribution System

Board

Distribution System: Valve replacement project – Dave Shimmin will meet with Guy Furlo and Dave Montion in March regarding this project. The goal is to make a priority list for valve replacements. Discussion about getting a list of what parts and valves we have and what will be needed to accomplish this task. Miles has some of this hardware in this stock. **ACTION:** Dave Shimmin and Dana will create a priority list for valve replacements, after discussing with Guy Furlo.

## VI. Fire Safety

### a. Firewise program update

Jody


Chemeketa Firewise hosted a Firewise Education Workshop on February 3, 2024 with the focus on **homeowner insurance non-renewals**. Speakers included staff from the California Department of Insurance and United Policyholders. The information provided was excellent. A recording can be accessed at: <https://www.youtube.com/watch?v=-D3PcYi33GM> Some homeowner's insurance companies provide a **discount to residents who live in Firewise communities**. Mara has access to a certificate that demonstrates our current Firewise certification. It will be posted on NextDoor and our website at [www.chemeketapark.org](http://www.chemeketapark.org) Partial funding has been secured to **remove the redwood** that is blocking ingress/egress for fire trucks on Comanche. We have obtained 2 bids so far and are working to secure a permit from the County. **Habitat reforestation** work will be done in the next month to place new redwoods in strategic locations. This will create a more natural forest which will limit brush growth, making the forest healthier and safer from wildfires. A chipping program will be offered this spring. Registration will begin March 1st. Please **start building your chipping piles now** as the Fire Safe Council has "increased funding for the chipping program". The Firewise crew is working with County Fire to finalize the **Lexington Annex for the Community Wildfire Protection Plan (CWPP)**.

## VII. Roads

### a. Roads project updates

Geri / Board

Status of the Roads in Chemeketa Park

- **Completed:** SCCRA cleared vegetation from OSCH>Edwards>Navajo>Pawnee Trail and cleared drains on OSCH x Edwards.
- **Update:**
  - OSCH Closure repairs, construction, and reopening pending FEMA approvals and funding.
  - Discussion: Apache Bridge, Comanche x Delaware, and Comanche x Nez Perce.
  - Follow-up on sealing repairs in certain areas throughout CP.
  - Miles to provide road repairs to fill the depression in road cuts on Navajo x Pawnee and Nez Perce x Modoc.
  - PG&E work TBD: SW Comanche x past Delaware Trail.
- **New:**
  - SCCRA will repair drainage on OSCH x Edwards and will re-engineer cement wall: and will repair pothole and depression on Navajo between Ogallala Warpath and Kiowa. Schedule: TBD.
  - Reminder: any work on Santa Clara County maintained roads or right-of-way requires application/permits.
  - Update on CPMWC website:
    - To report debris, trees, or maintenance on County roads, contact Santa Clara County Roads by submitting on Mobile Citizen app or call West Yard at 408-366-3100. App icon:  

    - To report trees and vegetation management affecting PG&E primary power lines, submit pics and description on "PG&E Report It" app.

## VIII. Clubhouse / Playground / Community

### a. Clubhouse project updates:

Board

#### Clubhouse:

Siding Project: Waiting for good weather to start the Clubhouse siding project. Teus and Dave S. will be working on this project.

Door Locks: Teus has two possible locks for us to take a look at. Dave S. will review them and report back. Estimate is about \$50 each. **ACTION:** Teus will review possible locks. Dave will install. **ACTION (from January):** Geri will write the "rules" for using this bathroom and will notify the Community of the new lock combination when this project is completed. **ACTION (from January):** Dana will make a poster of what is expected.

#### Playground:

Update: Dave S. will fill the sink hole in the playground path. The extra money that was raised for the Playground structure is committed to replacing the basketball hoops and upgrading the pathway.

#### Community:

No updates.

## IX. Adjourn

Dana

Meeting adjourned at 9:10 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) ; X-formerly known as Twitter: @chemeketapark (working on an update); Nextdoor; and check out the Message Board at the entrance to the playground.

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The next Board of Directors Meeting is scheduled for Thursday, March 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.