

# 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 – <https://chemeketapark.org/contact>

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## Board of Directors Meeting, December 8, 2022

### I. Call to Order

Dana

Meeting was called to order at 7:06 p.m. In attendance: David Casper, Dana Hartzell, Neil Abranyi, Marcy Ripley, Erik Wilkerson, Brad Hartzell, George Bruder, Jody McCalmont, and a few members of the community. The meeting was also offered via Zoom.

### II. Review and Adopt Minutes

Board

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

### III. Public Comment

Board

**Discussion: What is the most effective way to communicate important information?** Over the next few months there will be some major projects going on throughout the park. The Board has been asking residents the best way to communicate to them. It appears the best means of getting quick and important information for residents is the "Subscribe" list (used to be the Newsletter, also called the "Mailchimp" list) and posters at the entrances to the park/playground. We will list all means of communication at the bottom of the Minutes from here on. **It is the responsibility of each one of us to stay informed. Mountain living is amazing, but it comes with its own set of issues that residents must stay aware of. See bottom of minutes for links.**

A redwood tree has become overgrown on Delaware Trail and is now beginning to block the road to the point deliveries are not able to be made. So, the tree is coming down between December 30 – January 2. Permits have already been pulled. Geri Markey has posted a map on Nextdoor with information about road closures. She will post it again when the dates are closer.

Discussion about informing residents of possible options for protecting mail. The Board will look into individual locking mailboxes and share the information with the community. Another possible deterrent for theft is posting some signs around the Park stating, "Community Watch Program in progress".

### IV. Financial Report

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

Lisa

Major expenses paid during the month of November: \$6,200 to Furlo & Furlo for the start to the transmission line project; \$2,317 to SCC Tax Collector; \$2,000 to Greg Richardson for Clubhouse lighting upgrade; \$1,575 to Bay Area Asphalt to repair Apache bridge hole; \$1,359 to SJW for Montevina Pipeline water; \$945 to CWS to repair leak; \$875 to PG&E for electricity at water treatment plant; and \$650 for park maintenance. There are currently 3 delinquent accounts greater than 90 days past due; total amount due is \$21,495. Of these accounts, 2 have water shut off and 1 is on a payment plan.

#### b) Capital project status

David

Waiting for the final bills for the transmission line upgrade project and the Clubhouse work. Will then update the capital project report and post.

### V. Fire Safety

#### a) Firewise program update

Jody

Chemeketa Firewise participated in a District 5 forum regarding the development of an updated Community Wildfire Protection Plan (CWPP). The CWPP will be a "living document" that guides how funds and other resources are utilized to decrease risk of wildfire. This countywide plan focuses heavily on the Wildland Urban Interface (WUI) of which the Lexington Basin is a part. The local groups that represent the Lexington Annex will meet with County Fire to further detail our concerns and suggestions, and these will be incorporated into the CWPP. Supervisor Simitian's office is involved in the process.

Chemeketa Firewise is also coordinating with County Fire to conduct an emergency evacuation simulation. We will host a Wildfire Evacuation Education Day on March 25<sup>th</sup>. SAVE THE DATE! Then, in late April (date soon TBD), the actual Evacuation Drill will be conducted. It is likely that the County Sheriff's office, CHP, County Fire and CAL Fire will all participate. We will be looking for participants from Chemeketa Park to take part in this important drill. It's a great opportunity for us individually and as a community.

We learned today that the FireSafe Council does not intend to honor their \$5000 matching grant commitment to Chemeketa FW. More to come.

## VI. Water Report

### a) Water Operations Report

Miles

Total treated water production for November (30 days) was 821,058 gallons. The average raw water turbidity for water entering the plant was 11.138 NTU and the average finished water turbidity was 0.052 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was 4 inches. Average filter flow rates: 21 gpm; chlorine usage: 15 gals; alum usage: 60 lbs. The Montevina Pipeline water usage this month was 61,695 gallons.

Thank you to all of the residents who restricted their water usage during a planned system upgrade (the new transmission line – read below). Unfortunately, the tanks were not filling as quickly as were thought to and the system upgrade took a little longer. Cypress Water will keep an eye on the results of the upgrade and report back next month.

**ACTION:** Lisa will contact Carson Manufacturing to cancel the order for the liner for tank # and returning our deposit.

**ACTION** (from November): Cypress Water will do a certification for the plant production meter this month.

### b) Los Gatos Creek system status

Brad

The Forest Health Grant project is still in the beginning stages, although it's a slow start. Hope to see some work begin in January/February. **ACTION:** Lisa will contact SJW about cancelling the monthly bill for the LG Creek connection.

### c) Transmission line project status

Brad / Miles

This project is complete. It was not easy and there were many challenges along the way. The purpose of this project was to take a small diameter pipe, which is responsible for moving water from the water treatment plant to the storage tanks at the top of Ogallala and replace it with a larger diameter pipe so we can move MORE water FASTER.

### d) Clearwell project status

George

The Small Community Drought Relief Grant proposal was awarded to CPMWC on November 11<sup>th</sup>. The grant is for \$1.8M for work that must be completed by December 31, 2024. For more information on this grant, go the Chemeketa Park website at [www.chemeketapark.org](http://www.chemeketapark.org) or Click [Here](#) for a link to the article posted by the Division of Water Resources (DWR). We are waiting to receive the funding agreement. We are using the funding agreement template as a guide until we receive our official version of the agreement which is being drawn up now.

The funding agreement are the terms and conditions for the project. It is a detailed roadmap on how the State DWR expects the project to be run using standard project management methodologies. Any changes to the project will need approval from the DWR.

For project reporting and outward communications, George will keep detailed contemporaneous notes on all email, phone conversation and site visits. He will report out monthly to the Board and use these monthly reports to create quarterly reports to the DWR as required by the funding agreement. Reporting to the Board and community will be in the following format: a Project Status Update which will include a description of the work performed during the time period covered, including but not limited to Project Information, Project Costs, and Schedule. Here are the Upcoming Tasks:

- Control Panel in the clubhouse will be used in some part of the project.
- George will be the Senior Project Coordinator for the duration of the project. Dana is the Project Director; Jody is the Project Manager; and Lisa is the Bookkeeper. All funds will be managed in a separate bank account. CPMWC will need to advance funds for vendor retainers which will be reimbursed when we receive payment from the state.
- George will create an Advanced Payment Request for 25% of the budget within 90 days of project commencement (2023-02-18). This requires a financial plan including reasons for cash flow issues.
- Waiting for Funding Agreement to arrive.
- Set up a bank account for the project.
- Fill in more details on schedule for project.
- Purchase OmniPlan for project task tracking.

- Site visit with Civil Engineer, Geotechnical Engineer, Land Surveyor, Dan Markey, Jody, and George. After that meeting, geo and survey can begin their work. Civil to follow.
- Review preliminary notes for lower tank and begin contacting agencies including CEQA, Fire Marshall, County Geologist, County Airports and Roads, Land Development Engineering, DEH/ DDR George Chein (Eric Lacy),
- Requesting that Water Fund Reserve and Tank Liner funding in the current budget be held as a contingency for this project.

Will schedule a meeting with David and Board members to discuss budgets in further detail. At this time David made a motion to open a new checking account at Wells Fargo for the CPMWC Small Community Drought Relief Grant Project account to disperse funds for the duration of the project. Dana second; motion passed.

David made a motion to give Dana authority to loan funds not to exceed \$20K to the CPMWC Small Community Drought Relief Grant Project checking account to be reimbursed as soon as the State of CA releases the advanced funds for CPMWC Small Community Drought Relief Grant Project account. Marcy seconded; motion passed.

## VII. Roads

### a) Roads update

**Board**

Rich Buxton and Chrissy walked the park in a “State of the Roads” tour. They will report back next month. **ACTION:** Chrissy and Rich will submit a plan to get the roads project organized.

## VIII. Playground / Clubhouse / Community

### a) Clubhouse repairs status

**Dana**

Neil and Dana accepted quotes during the month from a few carpet/tile cleaning companies. Dana made a motion to accept the quote from VIP Tile & Grout Cleaning to clean and seal the slate floors in the Clubhouse for \$2,200 plus \$400 for removing the tape residue. Neil seconded; motion passed. The last remaining action items for the Clubhouse for this fiscal year are: floor cleaning, replace stove, and junk removal.

Meeting adjourned at 9:36 p.m.

### **UPCOMING EVENTS:**

Wildfire Evacuation Education Day will be held Saturday, March 25<sup>th</sup> at the Clubhouse; and the Evacuation Exercise will be happening in mid-late April. You definitely want to join these two events! Vital information to be shared.

**HOW TO STAY IN TOUCH:** To find out what’s happening in the Park: Website: [www.chemeketapark.org](http://www.chemeketapark.org) ; Subscribe 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.

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The next Board of Directors Meeting is scheduled for Thursday, January 12<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.