

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, July 13, 2023

I. Call to Order

Dana

Meeting was called to order at 7:07 p.m. In attendance: Dana Hartzell, Lisa Anderson, Neil Abranyi, Teus Aarnoudse, Erik Wilkerson, Geri Markey, 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 June minutes without changes. Erik seconded; motion approved unanimously.

III. Public Comment and Discussion

Board

A resident and their architect shared information with the Board about an ADU (Accessory Dwelling Unit) that is being planned inside Chemeketa Park (converting a basement; considered an “attached ADU”). The resident has applied for all permits required through the County and has received initial approval from the County. They are informing the Board and asking for a letter stating that CPMWC is able to continue providing water to the property. The full discussion is below under Financial Report, section “e”.

There have been several reports of dogs barking excessively in the neighborhood. While the Board is not authorized to fix this specific problem, it is certainly a public nuisance and should be addressed by each one of us. If you have a dog that has anxiety when left alone, please help them handle it. When one dog barks as others pass by, it sets off a chain reaction which is disruptive and can be difficult for all neighbors to live through repeatedly. Bark collars can be useful as a temporary learning tool. The Board recommends talking with your neighbors and being open-minded if you are the dog owner to finding a solution. Residents always have the option of calling Animal Control if a solution cannot be reached.

IV. Financial Report

a. Expenditures, budget, past due accounts

Lisa

Major expenses paid during the month of June: \$10,072 to Apex Insurance for annual renewal; \$8,500 to Seidel Electric for down payment of replacement Generator; \$4,000 to Michael Murray for tax review; \$2,036 to Greenwaste for dumpster dive; \$2,000 to Thrasher Termite for pest control in Clubhouse; \$1,106 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 \$25,783. Of these accounts 2 have water shut off and 1 is on a payment plan.

The current insurance claim for the winter storms amounts to \$48,433 at this point. Neil and Lisa are working with our agent to move this claim through the process.

b. Capital Improvement Plan project status

Lisa / Dana

The status of the major projects in the Capital Improvement Plan will be updated in the water, roads, and Clubhouse sections of each monthly report. That includes: bollard repairs, replace stairs/railing at water treatment plant, create inventory of spare parts, replace distribution valves, replace Clubhouse siding, and repair road cracks.

c. Discussion and final approval of budget

Lisa / Board

Lisa R. explained and demonstrated how the budget numbers are taken from the Capital Improvement Plan. Discussion about where we got the “estimates” for some of the repair work needed at the water treatment plant. These estimates were made last fiscal year. Example: the CIP states the stairs/railings will cost \$8,500. Our first quote from a contractor is \$19,500. Will need to find the extra money in the budget for this project and take a look at other estimates to make sure they fall in line with actual expenses.

Dana made a motion to accept the budget for 2023/24 as is. Teus seconded, motion passed unanimously.

d. Small Business Association loan

Dana

Brad and Dana visited Redwood Estates to meet with FEMA mid-June. We found out that FEMA is designed for individual homeowners. The FEMA representatives recommended that we sign up for a Small Business Administration low-interest loan which would benefit us if we needed to borrow money for a project. The process does not require any commitment, so we signed up for it. As the Board is still working through the financial losses from the winter storms, this is something we have in our pocket if needed.

e. Discussion about ADUs

Dana / Board

The link to Santa Clara County's Accessory Dwelling Unit ordinance which was adopted March 13, 2020 is [here](#). Basically, it states, that an ADU must have its own living, sleeping, eating, cooking, and sanitation facilities, including a full kitchen and bathroom. Any limits on where ADUs are permitted is based only on the adequacy of water and sewer service and impacts on public safety, which includes severe fire hazard areas and inadequate water and sewer service. Information learned: Every water fixture on an ADU will have to be brought up to date according to the architect. That means inside and outside the house. Do we have adequate water to allow for ADUs? What would we charge for a new hookup? What about wear and tear on the roads? What about parking? Will need to update the Bylaws. Additionally regarding ADU's, the properties need to have up to date leach fields, septic, ample parking, and roads. No parking is allowed on the street – that requirement remains the same.

V. Water Report

a. Water operations report

Miles

Total treated water production for June (30 days) was 771,000 gallons. The average raw water turbidity for water entering the plant was 6.52 NTU and the average finished water turbidity was 0.062 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was 0 inches. Average filter flow rate: 21 gpm; chlorine usage: 18 gals; alum usage: 50 lbs. The Montevina Pipeline water usage this month was 0 gallons.

The old effluent turbidimeter was successfully moved to be used as the influent turbidimeter. A turbidimeter measures the amount of particles in the water, or how dirty the water is. Influent measures water coming INTO the plant, effluent measures water going OUT of the plant, for inquiring minds. Awaiting installation of the reserve/replacement pumps (influent/effluent), the chemical feed pump; and the main pump system replacement control panel upgrade components – parts have been purchased, awaiting programming with software tech.

Waiting for an estimate to replace the weir gate and upgrade the gear shift to something more current, having it be fed into the control system so it can be moved up/down remotely. We are 5-8 weeks from receiving the new generator. We can store it on Miles' property until it is installed. Need to get the newly installed guard rails removed so we can do this work. Chase says current footprint should be same as old generator. Miles/Brad will meet July 21st to discuss many of the pending issues with the water plant (old pump motors, pump skid, inventory kit, etc.). Miles may have a contact for the bollards.

Water "Projects": 1) Pick a distribution valve to replace. Ask Guy Furlo if he has a recommendation. Perhaps the valve that gets "stuck" at Navajo/Comanche? How many valves are there? Make a schedule. **ACTION:** Dana to call Guy Furlo for input. 2) Bollards – Teus and Brad are searching for a solution to this problem. It appears the bollards are all cast in a large block of concrete and then placed into the creek. Will be a larger project than originally thought. Miles may have someone who can help.

b. Los Gatos Creek system status

Brad / Miles

Last month, San Jose Water did some brush clearing along the Los Gatos Creek via the Forest Health Grant. This month, San Jose Water has offered Chemeketa Firewise a \$25,000 brush clearing grant to create an additional 20-foot buffer around properties neighboring on San Jose Water's property. This brush clearing would be along the strip of land between the SJW access road and Chemeketa Park. It will be primarily around Assiniboine, Lower Comanche, and Modoc. The hope is that all 3 of these zones will create a contiguous shaded fuel break between the creek and Chemeketa Park. Mountain partners working together! Thank you, San Jose Water!

c. CP Water Storage and Drought Relief project status

Jody / George

FINANCING

Line of credit with Rural Community Assistance Corporation (RCAC) was approved via a Resolution from the Board. Resolution sent to RCAC.

DESIGN WORK

CIVIL ENGINEERING – Doug Allen, civil engineer, is completing **site engineering plans** for the upper and lower tanks. We expect to receive the plan by the end of July. We will proceed with the recommended 28' diameter x 24' sideshell glass fused to steel tank for the clearwell tank. Gross capacity - 109,000 gallons; net capacity - 88,000 gallons. The upper tank plan is for one 34' x 28' tank with 188,000 gross capacity and 157,000 net capacity. Tank dimension options are selected based on our water supply needs balanced with cost and what the sites have the capacity to support without

major extra infrastructure development (i.e. additional retaining walls). Current cost estimates are aligned with our original budget.

PROJECT MANAGEMENT

We are in regular communication with our project coordinator Jeff Tarantino, Freyer & Laurretta. Jody, George, and Dana meet bi-weekly for project updates with Department of Water Resources Project Manager. Our second quarterly report is due in August.

Site preparation: clear downed tree and brush at lower tank site. Additional work will be completed to remove leaning trees and brush from the hillside above the new tank location to prevent potential future problems. Best bid \$5,000. Dana made a motion to use \$5,000 from the Water Projects Fund for lower tank site preparation. Erik seconded; motion passed unanimously.

Invoice 1 (\$2,703) - paid

Invoice 2 (\$16,565) - paid

Invoice 3 (\$14,297.65) - processed by DWR

Note: The State withholds 10% of all reimbursements until the project is complete and has been signed off.

We learned that the State essentially shuts down financial operations from mid-May until June 30th in preparation for the end of their fiscal year. Check writing begins again in July.

We also learned that the State does not “approve” plans, etc. Instead, they offer feedback. It is incumbent upon us to execute the project correctly. Financial responsibility is ours if the State deems our actions to be out of alignment with both their stated and unstated terms. We have 3 systems in place to mitigate risk: our Project Coordinator who has extensive experience with similar projects; biweekly meetings with DWR, and highly detailed and scrutinized quarterly reports to DWR.

LEGAL

No new action.

NEXT STEPS

- Receive site engineering plan from Doug Allen
- Submit the plan to DWR for review – up to 4 weeks
- Begin the County permit and construction bidding process.

WATER MAINS

Dan Markey was asked to lead this project. Per Geri, Dan intends to work on the project.

d. Meters and Distribution System status

Jody

No updates at this time.

VII. Fire Safety

a. Firewise program update

Jody

Huertas completed chipping of nearly all of the piles that Firesafe Council left behind. One pile is still outstanding because a car was parked too close. Huertas will return for that. Chemeketa Firewise is prioritizing new **hazardous fuel reduction** and tree work for this year. In addition, as mentioned above, further Forest Health Grant work is expected to commence July 24th and will last approximately two weeks.

HIZ Assessments - Volunteers are available to help you determine priorities to make your home and yard as fire safe as possible. Email chemeketafirewise@gmail.com for a free assessment.

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 their primary ingress/egress to/from Chemeketa Park. Further work will be done to determine the best approach to this safety problem. For now, **please only park on Edwards for short term, occasional use and be sure to be well off to the side of the road.** Refer to Bylaws Section 5.3 which states: “No vehicle shall be parked on any paved road.”

VIII. Roads

a. Community project updates

Board

Geri has offered to work on some specific road issues. A brief summary: Looking into removal of the leaning redwood at lower Ogallala. Need permission from owner of that land. Also looking at possible removal of a tree on upper Ogallala. Again, need approval from owner. According to County Roads, upper Ogallala is not a county road??? Need further confirmation on this.

The Board is 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. 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.

Discussion about having an SOP (Standard Operating Procedure) for trees/brush encroaching on roadways, etc. Erik offered to help with starting the SOP process. **ACTION:** Erik will begin writing a SOP for road encroachments.

b. Planning for road crack sealing

Chrissy / Rich

The Board will contact the pavers and set a schedule for the road crack sealing. Need a list of preparation steps that need to be done as well as a plan for community notification of road closures, etc. **ACTION:** Chrissy/Dana to make a notification plan. Rich/Chrissy/Dana will walk the park to determine areas needing work.

IX. Playground / Clubhouse / Community

a. Community project updates

Board

Lisa Anderson shared the Action Item list for the Clubhouse. We apologize for running out of time at the Board Meeting and will revisit this subject in full during the August meeting.

b. Pest control update

Dana

The pest control project is almost done. The exterminators have visited 3 times with traps inside and outside. They also patched 14 possible entry areas with ¼” mesh. We are also waiting to have our handyman install baseboard in the closet at the Clubhouse. It turns out there was NO baseboard at all in the closet and this appears to have been the main point of entry for the little mice. We hope this ends the issue.

X. Adjourn

Dana

Meeting adjourned at 9:20 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 ; 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, August 10th 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.