

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, December 14, 2023

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, Jody McCalmont, 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 November minutes without changes. Erik seconded; motion approved.

III. Public Comment and Discussion

Board

RCAC is offering free classes for mutual water companies. Dana signed up for the “Rate Setting” class held on December 20th from 10 am – 12 pm. The class discusses how to develop and maintain an adequate rate structure. Will report back what was learned.

IV. Financial Report

a. Expenditures, budget, past due accounts

Lisa R.

Major expenses paid during the month of November were: \$10,000 to JD’s Underground for bollard repair down payment. (the remaining balance for the bollard work will be \$50,000, payable by the end of December); \$8,460 to Cypress Water for final payment on generator; \$1,680 to Cypress Water for main pump repairs and tank roof cleaning; \$1,462 to PG&E for electricity at water treatment plant; \$650 for park maintenance. There are currently 4 delinquent accounts greater than 90 days past due; total amount due is \$30,228. Of these accounts 3 have water shut off, 1 is on a payment plan. Notes: Thrasher Pest Control visits every 2 months for mice monitoring; the bollard work will be paid from the main pump & filters account. Brad and Lisa 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. The Board discretionary fund increased by \$55,000 from the last insurance repayment.

The Clubhouse is coming out of the “dark ages” and now has WiFi. The cost is \$65/month and needs to be added to our monthly budget report. This will enhance community meetings as well as member events when they rent the Clubhouse.

b. Operations Manager

Dana

Introduced Dave Shimmin as our new Operations Manager. Dave has lived in Chemeketa Park since 2011 and has offered his assistance to the community for many years. He was the groundskeeper and maintained the edges of the roads as well as clearing drains. Briefly, the Ops Manager will be the point of contact for water issues, leaks, emergency fixes, trees in the road, etc. Dave’s contact information will be added to the website so the community knows how to reach him. **ACTION:** Dana will add Dave’s information to the website.

c. Website updates

Dana

Our previous website administrator is assisting a new community member in updating the Chemeketa Park website. Please make sure you are using this as a key source of information. www.chemeketapark.org

V. Water Report

a. Water operations report

Miles

Total treated water production for November (30 days) was 719,461 gallons. The raw turbidity average for water entering the plant was 0.409 NTU and the finished water turbidity average was 0.085 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was 2.25 inches. Average filter flow rate: 22 gpm; chlorine usage: 8 gals; alum usage: 0 lbs. The Montevina Pipeline water usage this month was 316,756 gallons.

The primary issue last month was the main pump control system line not communicating with the storage tanks. The lines were evidently disconnected. The line has been replaced and the problem solved. The Board will take a deeper look into the cause of this malfunction. Miles met with Seidel Electric about updating the lighting at the water plant site. The next time Seidel comes to our area, they will meet and make a plan. It was suggested that next time Miles, Aaron, and John

are up here, they each meet Dave Shimmin, the new Operations Manager for Chemeketa Park. Just call Dave ahead of time and set it up. **ACTION:** Dana will share Dave's contact info with Cypress Water team.

Water projects that we are currently working on: new stairs to the Water Treatment Plant (WTP); improve the walkway between WTP and the Pumphouse; upgrade the lighting in and around the WTP; repair/replace the weir gate at the WTP; 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; and move abandoned Los Gatos Creek water connection.

Bollard repair from last winter's storms has been completed. Total cost was \$60,000. This amount will be sent to the insurance company for requested reimbursement, as this problem was a result of the storms last winter.

BRAD shared a slide show to summarize all the repair work done on the Water Treatment Plant (WTP) from the past winter storms. **ACTION:** James Green offered to film Brad's presentation so it can be shared via the website for all to see and learn about what is going on at the Water Treatment Plant. Thank you, James! **ACTION:** Dana will work with Cypress Water Systems to create a plan (protocol) for long-term power outages.

b. Los Gatos Creek system status

Brad / Miles

No updates.

c. CP Water Storage and Drought Relief project status

Jody / George

DESIGN WORK:

ARCHITECTURAL SITE APPROVAL (ASA) AND PERMITTING – Our Project Coordinator, Jeff Tarantino, is working with the County for architectural site approval. Feedback was expected in early December. Due to the new online system, we do not have an opportunity to speak with staff directly but rather communicate via email and this has been slow and incremental. We are still in process.

CIVIL ENGINEERING - We planned to wait for County architectural site approval (ASA) before asking Doug Allen to refine, from 90% to 100%, the draft site engineering plans for the upper and lower tanks. State review showed no technical issues with the plans. Due to the delay with County ASA, Jeff suggests that we move ahead with refinement of the plans as we await final feedback from the County so that we can stay closer to our timeline. Risks: Very low. It's highly unlikely that the County will have any engineering issues. Rather, there could be more basic procedural issues.

Current budget estimates are coming in below budget.

PROJECT MANAGEMENT

The project is still expected to go to bid for a construction contractor in early 2024.

Jody, George and Dana meet bi-weekly for project updates with Department of Water Resources Project Manager, and sometimes a Senior Engineer. Invoice #5 is outstanding and is in process.

NEXT STEPS:

- Finalize the site engineering plan.
- Continue the County Building Department permit process.
- Put the plans out to bid in early 2024.
- Refine plan for water distribution when upper tanks are offline.

LEGAL

No new action.

d. Meters and distribution system status

Meters: No updates currently on meters.

Distribution System: Valve replacement project – **ACTION:** Dana will create a priority list for valve replacements (with help) and find a contractor who can complete the work.

VI. Fire Safety

a. Firewise program update

Jody

Chemeketa Firewise will host an **Educational Workshop on February 3, 2024** with a focus on **homeowner insurance non-renewals**. Speakers to include staff from the California Department of Insurance and United Policyholders. Content will include:

- What to do if you have, or anticipate, an insurance non-renewal.
- Important considerations to make sure that you are adequately insured.
- Why is the state of CA in this position? What is being done to ensure that homeowners have access to insurance and that the insurance industry remains solvent?

- Staff from the California Department of Insurance and United Policyholders will address these issues and answer your questions. **Be sure to attend – February 3rd at the Clubhouse.**

Chemeketa Firewise Action Plan was submitted for a 3-year renewal. NFPA changed the format, so everyone got rejected. Mara is rewriting our 2024-26 plan using the new format and will resubmit it this week. New homeowners on Comanche are in agreement about the removal of the redwood that is blocking ease of movement for fire engines and trucks. We are working to secure bids and funding to remove the tree. The neighbors are also open to the establishment of a fuel break between their yard and Holy City. Long-term maintenance of hazardous fuel reduction projects will be completed late spring/early summer annually. We will budget accordingly.

VII. Roads

a. Roads project updates

Geri / Board

Status of the Roads in Chemeketa Park:

- Update: Lower Comanche X Nez Perce - working to expand road through vegetation management.
- Update: SW Comanche X past Delaware: Pending PG&E feedback on who owns the pole, here is what we are trying to accomplish: Move power pole 16' from the road, trim trees 10' below the power lines, and then be able to remove the saplings from the roadway.
- Update: Ongoing communication with Assemblymember Gail Pellerin to provide details of the history of the OSCH closure, road assessment, federal/state permits, and involvement by government agencies. Townhall date: TBD
- New: OSCH X Edwards: Drain to be cleared by SCC Roads & Airports (SCCRA). Date: TBD
- New: Ogallala Warpath X OSCH > Ogallala Warpath X Navajo and Edwards X OSCH > Navajo X Pawnee: Sealing and/or paving request to be completed by SCCRA. Date: TBD after April, 2024.
- New: Navajo X Pawnee and Nez Perce X Modoc: Road repair to fill the depression from road cuts.
- New: SE Comanche X Nez Perce: Request for PG&E to trim 10' below primary and secondary power lines.

VIII. Clubhouse / Playground / Community

a. Clubhouse project updates:

Board

Clubhouse:

Teus received an updated bid from Aaron Chase Construction for the Clubhouse siding. The new bid is for \$20,350 This is for the 2" bats with the board/batten style. Best practice is for the Board to get another bid for this project. **ACTION:** Teus (and any other Board member who can help) will get one more bid for the Clubhouse siding project. This project to be done in spring.

The same contractor, Aaron Chase Construction, has also submitted a bid for the stairs at the water treatment plant. He updated his bid to \$16,500 as he missed a few things. This bid is for peers, concrete landings, and a wooden handrail. Should last 20 years. Previous quotes were \$23,000 and \$121,000. The stairs project should be done ASAP, weather permitting.

Playground:

Erik is working with Victoria regarding left over funds from the new playground structure and putting those funds toward repairing the pathway on the playground. Would also like to stain the stairs behind the Clubhouse if funds are still available. **ACTION:** Erik will be creating a list of improvements and/or upgrades for the playground. If you have suggestions, please send them to the Board at <https://www.chemeketapark.org/contact/> or click [here](#).

Community:

Discussion about having a Board member post monthly paperwork to the Dropbox. Erik is setting up a Google drive for the Board, and those files will be updated at that time.

IX. Adjourn

Dana

Meeting adjourned at 8:44 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, January 11th 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.