

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

Board of Directors Meeting, April 13, 2023

I. Call to Order

Dana

Meeting was called to order at 7:05 p.m. In attendance: David Casper, Dana Hartzell, Chrissy Masterman, Erik Wilkerson, Marcy Ripley, 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 March minutes without changes. Dave seconded; motion approved.

III. Public Comment

Board

A main water line was damaged due to tree work this week. In order to repair this section of pipe, water will need to be turned off for a period of time. The community will be notified.

IV. Financial Report

a) Expenditures, budget, past due accounts

Lisa

Major expenses paid during the month of March: \$7,500 to Cypress Water for Seidel Electric's down payment for power pole repair at the treatment plant; \$3,845 to Cypress Water for Modoc Trail leak; \$1,089 to San Jose Water for Montevina Pipeline water; \$1,004 to PG&E for electricity at water treatment plant; and \$600 for park maintenance. There are currently 5 delinquent accounts greater than 90 days past due; total amount due is \$23,578. Of these accounts, 2 have water shut off, 1 has a past due notice, 1 has been given a 30-day notice; and one is selling the property.

A long-term delinquent account has been fulfilled. David made a motion to transfer the delinquent account balance of \$94,944 to the Water Fund Account. Chrissy seconded; motion passed.

CPMWC has submitted a claim with the insurance company for damages sustained during the storms of January/February, 2023. Another claim will need to be made for March damages. Waiting for an adjuster to come out. **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.

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

County roads has begun marking where they will be installing a guard rail. **ACTION:** Brad will reach out to County Roads to make sure they leave access to park a vehicle.

b) Capital project status

David

Cypress Water Systems submitted an invoice for \$18,532 for several important replacement parts for the water system. There are funds available for this end of year critical purchase.

c) Capital project planning for 2023/2024

David / Dana

The Capital Improvement Plan for the 2023/2024 fiscal year was discussed and adjustments were made and agreed upon. The final version will be submitted at the May, 2023 meeting.

d) Budget planning for 2023/24

David / Dana

The budget will be discussed during the April meeting, when the Capital Improvement Plan is completed.

e) Proposals for the Annual Meeting

Board

David made a motion to add two items to the agenda for the Annual Meeting. The first item is the assessment rate increase to \$212; the second item is the approval of the RCAC "short term" loan for the Chemeketa Park Mutual Water Company Water Storage Project. Chrissy seconded; motion passed.

V. Fire Safety

a) Firewise program update

Jody

The Firewise Evacuation workshop was held on March 25th. It was very well attended by both the community and first responders. The community members had lots of questions for Santa Clara County Fire Department and CalFire. April 22nd is the Evacuation Exercise and Drill. An Incident Command Center will be created at the Clubhouse for that morning. A text notification for evacuation will be sent to participants. The families will gather up their belongings, drive through the park following the evacuation route signs, and drive to Lexington Elementary School parking lot. After that, there will be a de-brief session with first responders and lunch. Chemeketa Firewise commissioned some hazard fuel reduction work at Little Lion's Creek. Also completed the planning for the Community Wildfire Protection Plan (CWPP). The chipping program is scheduled for the week of April 24th.

VI. Water Report

a) Water Operations Report

Miles

Total treated water production for March (31 days) was 53,790 gallons. The average raw water turbidity for water entering the plant was 21.5 NTU and the average finished water turbidity was 0.056 NTU (.300 NTU is the maximum turbidity allowed by the state). Rain totals for the month was 19.6 inches. Average filter flow rate: 20 gpm; chlorine usage: 20 gals; alum usage: 50 lbs. The Montevina Pipeline water usage this month was 612,971 gallons. The new colorimeter was used to detect a leak on upper Kiowa Trail, which was quickly resolved. **ACTION:** Dana will finish writing the protocol and place the unit in the Clubhouse.

During the reporting period, more historic rain along with PG&E power issues continued to render the water plant inoperable and reliance on SJW Montevina Pipeline necessary. Seidel Electric was able to take on the work of replacing the 200-amp service for the plant with minimal power down time and at the time of this report that work has been completed.

The Main Pump control system, which maintains the water contact level in the redwood tank, failed during the month coinciding with power surges. It is believed that these power surges and outages damaged the panel's internal transformers which then fried it and when replaced, it fried again. CWS responded to the issue and worked out a provisional system until a new panel can be built, which is in the works. **ACTION:** The Board will contact a contractor to give us a quote on removing the hazardous trees around the power plant.

The water plant is capable of producing water at 50-gpm. CPMWC needs to upgrade the pump in the pump house to a 50-gpm pump.

The following are weather related problems reported during the month. Some of these have been completed and **all of these need to be added to our insurance claim.** *The weir gate needs to be repaired. *Need to finish the clean-up of the dam. It has been done once but additional cleanup needs to be completed. *Need to purchase and replace the bollards that were ripped away during the first round of rain in January. Purchase them now, then replace them in the fall when the water levels in Moody Gulch begin to diminish. *One of the storms uprooted a tree on Arapaho, pulling a residential water line out of the ground. This water line needs to be put back underground. *The costs for the new 200-amp service to the water treatment plant and the repair costs for the water pump control panel need to be included on the insurance claim. Repairs for these two projects have been completed. **ACTION:** It would be great if each Board member could pick 1-2 items from above to see if they can be completed. This is a lot for just one person.

Doug Allen of Wy'east Engineering has given us a bid to prepare a master plan for the development of a water main replacement program. We are advised to undertake an analysis of the distribution system to determine where improvements should be made to bring the system into compliance with current water and fire codes as well as to alleviate any ongoing maintenance issues within the distribution system.

b) Los Gatos Creek system status

Brad

The storms this winter have completed the job of destroying the infrastructure of the Los Gatos Creek water system. Need to make a plan to haul out the infrastructure. **ACTION:** Brad will contact Jared from SJW to put this project on their radar. The Forest Health Grant work in Chemeketa Park is now complete.

c) Drought Relief Grant project status

Jody

Financing: RCAC - essentially, we are pre-approved for the loan of a \$500,000 line of credit for 18 months. The loan fee is \$7,500 and interest will run an estimated \$15,000.

DWR Funding: The first invoice was sent to DWR. It was reviewed and approved. Now we'll see how long it takes for the reimbursement to occur.

CEQA: Notice of Exemption completed. Documents were filed with Santa Clara County Records. DWR bounced them

back indicating that OPR had incorrect language in their standard letter language. OPR agreed to re-issue the Letter of Concurrence with new language. Documents were refiled with the County, approved by DWR and awaiting final approval from the State Legal team.

Project Management: We have been in discussion with Jeff Tarantino from Freyer & Laretta regarding Project Management. F&L submitted a proposed agreement for \$37,000. Work would cover Phases 1-3 of the grant project: overall project management, design phase project management, permitting, and the state bidding process for a construction company. Funds for this are included in our grant budget. Phase 4, Construction Management, would be negotiated as a separate contract. F&L is willing to provide some of the services directly and to mentor us to perform many of the tasks. We will set it up this way in order to minimize costs. Funds for this will need to be generated through cost savings in other parts of the grant budget.

Design Phase:

- Cross Land Surveying, Inc. has completed survey work and mapped the upper Storage Tank land.
- Cotton Shire Engineering has begun the geotechnical work. Drilling for soil samples was completed in March. We are awaiting lab results, but the on-site visuals looked promising.
- There is a new slide at the lower tank site which will require additional engineering and retaining wall work.
- Doug Allen of Wy'east Engineering has begun the civil engineering work with the completed survey and geotechnical data.

Legal: Jim Ciampa reviewed our agreement with Freyer & Laretta. Results were sent to F&L.

Next steps:

- Complete geotechnical work
- Assess results of soil sampling
- Receive and review the civil engineer's updated plans for the lower tank and develop plans for upper tanks
- Clear CEQA permitting with the County and then with DWR
- Hire Project Manager

d) Water meter installation process

Jody

Approximately 50 of our 150 connections already have meters. These will need to be replaced but installation costs at each of these connections will be lower. Very rough estimate: \$111,000 total. That is time (\$50,000) and materials (\$61,000). Will need to work out monthly readings, billings, etc. A big project.

VII. Roads

Board

The "Road Maintenance Request Form" has been added to the Chemeketa Park website, as a tool to bring awareness to the Board of road issues. Please go to: <http://chemeketapark.org/your-neighborhood/roads/> or click [here](#).

VIII. Playground / Clubhouse / Community

Board

As a reminder to all residents that **ALL DOGS MUST BE ON A LEASH AT ALL TIMES IN THE PARK**. Review the Bylaws Article 9.1.12 on the website. Or you can click on the link [here](#).

Meeting adjourned at 9:14 p.m.

UPCOMING EVENTS:

Chipping will be done between **April 24-28**. Piles must be completed before April 24th.

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, May 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.