

**GARDEN FARMS COMMUNITY WATER DISTRICT
17005 Walnut Avenue, Atascadero, CA 93422
(805) 438-3751**

**MINUTES FOR THE REGULAR MONTHLY MEETING
Board of Directors
Wednesday August 9, 2023 7:00 PM
Garden Farms Bible Chapel Meeting Hall
17025 Walnut Avenue, Atascadero, CA 93422**

Board Members Present: Acting Chair John Pinson, Jay Jamison, John Billings and Charron Sparks

Board Members Absent: Cory Pereira

Employees Present: Marcia Joyce

Meeting Called to Order – Acting Chair John Pinson called the regular meeting of the Garden Farms Community Water District to order at 7:10 p.m.

Public Comment: None

Consideration of Financial Report and Recent Expenses: Tracey continues to work with the Auditor. She did not advise Charron of any unusual expenses. The new CD is located at Pacific Western Bank with an interest rate of 5.5%. The District's Pacific Western general checking account now includes all board members as account signors.

Open session announcement - Special (closed) meeting July 27, 2023 – Personnel Discussion

Consider Minutes for both the July 17, 2023 Regular Meeting and July 27, 2023 Special Meeting: *A motion was made to approve the minutes as written. John Billings/John Pinson. All in favor.*

Communications:

- Joyceanna's daughter Jennifer, was here and Marcia was able to talk with her. Jennifer claims she never received a bill but did verify her address as being the correct forwarding address. She chose to not pay the outstanding bill and have her meter continue to remain locked out.
- Susannah Fletcher did not have a late bill in the last billing period. Marcia found the check and she did pay on time as she stated.
- Kourtney Kaney has requested that the water bill for the main house be put back in the tenant's name as it had been prior to the ongoing late payment issues with her renters. The Board was unwilling to make any changes. Kourtney will remain the party to be billed.
- The SDRMA Payroll Reconciliation deadline is August 15. The request has been forwarded to Tracey. She has most likely completed this and Marcia will check with her when she returns to town.

- All signatures have been collected for the Pacific Western checking account.
- An email was sent to the District from Clint Weirick, a representative for SLO Senator Laird. Mr Weirick requested a short tour of the district to see if any assistance is possible and/or needed that his office can support/help with. He wants to meet Marcia on August 15.

General Manager's Report/Safety/System Maintenance:

- AT&T has not moved forward with the generator.
- Dish Network has not followed up.
- CWSS has been added to Came Security notification list with their own password.
- Marcia met with Isaac this past Friday to go over the weekly rounds.
- The Molle' meter has been repaired by Porter Construction.
- Eric did more weed abatement and will come again as his schedule permits.
- Prior to the planned pulling of the pump and video, Dan flushed W2 two different times, each for a 24-hour period. He pulled system water back into the well and put a meter on the intake to measure the amount of water used for the flushes. He also flushed the gravel pack. After looking at the well with the wellhead lid off, he believes there was no way FRM flushed anything other than the gravel pack.
- Miller Drilling pulled the W2 pump last week (after pulling the well, the well has to settle to provide for visibility when videoing it). The video was done today. Results and discussion covered under "Old Business".
- There was an alarm last night at 1 AM. It was unclear which station caused the alarm. Marcia put it on test and reset the alarm panel in the morning. Everything appears to be in working order.

New Business

Proposed changes to personnel section of the GFCWD Procedure Manual: Marcia noted that the District needed only a grade I license. Charron will make that change. ***A motion was made to approve the proposed changes to the procedure manual. John Pinson/John Billings. All in favor.*** Charron will forward a copy to all board members and personnel.

Old Business

- 1. Well Log Report** – Marcia notes that she needs to work with CWSS on how to properly make well condition verifications. She also needs to work with them on logging items correctly in the well logs.
- 2. Onboarding of CWSS** – Marcia worked with Issac last Friday and will work with Brian this week. She will provide written notes to each as to proper end of month procedures.
- 3. Well 2 issues and update** – Marcia advised the Board of the possible options (as provided by Dan) for Well 2 now that the well has been pulled. Replace and upgrade the pump to 10 HP, which will require an additional \$5,000 for well testing if chosen, replace the pump with another 7.5 HP pump, or simply put the existing pump back in the well. The second part would be to replace well head and replace line to the main or leave them as is. ***A motion was made to replace the pump with another 7.5 HP pump, replace well head and replace the***

line to the main; and leave it to Dan's discretion for collection of bids for the work. *John Pinson/John Billings. All in favor.*

4. **Main Line Replacement** – CWSS offered to collect another bid in addition to the one from Souza, which is now over a year old.
5. **District Map** – Charron has not been able to connect with Joann to determine what needs to be done with the map Joe Patterson began to make it usable. The previous map is very old.
6. **Clubhouse property “lease”** – Charron acknowledged that she has failed to move on this. The Board asked that she make the effort since the property is being used more often by the community. It was suggested that our attorney draft a lease. Charron stated the District should not bear that expense as the neighborhood use is not related top District business and that Corbin should provide a first draft. She will talk with him.

Action Item Review

- Charron to provide the final Procedure manual
- Charron to meet with Corbin
- Marcia to talk to Dan about Well 2

Adjournment of Regular Meeting

A motion was made to adjourn the regular meeting at 7:47 p.m. Jay Jamison/John Pinson/All in favor.

Respectfully submitted by,

Charron Sparks

Charron Sparks
Board Member