

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

**AGENDA FOR THE REGULAR MONTHLY MEETING
Board of Directors
Wednesday September 13, 2023 7:00 PM
Garden Farms Bible Chapel Meeting Hall
17025 Walnut Avenue, Atascadero, CA 93422**

Board Members Present: Chair Cory Pereira, John Pinson, Jay Jamison, and Charron Sparks

Board Members Absent: John Billings

Employees Present: Marcia Joyce

Meeting Called to Order – Chair Cory Pereira called the regular meeting of the Garden Farms Community Water District to order at 7:06 p.m.

Public Comment: None

Note: New Business SCADA discussion and demonstration, and Old Business Well #2 discussion was held after Public Comment to facilitate in person participation of our contract system operators (CWSS). Please see discussion notes below.

Consider Minutes of August 2023 Regular Meeting: *A motion was made to approve the minutes as written. John Pinson/Jay Jamison. All in favor. Cory abstained.*

Consideration of Financial Report and Recent Expenses: No financials available as Tracey continues to work with the Auditors. Once the audit is complete, a presentation will be made to the board and all prior financial will be provided. Tracey did not advise Charron of any unusual expenses. Charron advised the board that despite multiple attempts to have Carinna, with FRM, discuss the Board's concern regarding charges resulting from the "set up" of FRM's HERO system, Carinna has failed to respond. The HERO system nor charges for set-up are in the contract. The system was mentioned verbally during a meeting as a better option than the paper well logs for tracking what actions were taken on each site visit. The \$1,008 set up fee was not mentioned. *A motion was made to reduce the final payment by the amount of \$1,008 with Charron advising Tracey of such and providing a note for Tracey to include with the final billing. John Pinson/Jay Jamison. All in favor.*

Communication

- Jerry Archie was going to move back but decided it was too much for him. The house has been sold and closed escrow 09/09/2023. Marcia prematurely turned off the water 3 days before the final billing cut-off date. The water was turned back on and a \$75

turn-off fee applied to the account. There is also a late fee. The Archies are requesting both fees be removed. **A motion was made to remove the turn-off fee and leave the late fee in place.** Charron Sparks/John Pinson. All in Favor.

General Manager's Report/Safety/System Maintenance

- AT&T has not moved forward with the generator.
- No word from Dish Network following review of the site.
- The floats have been adjusted back into the original position by CWSS. Paul, who works on our telemetry, was here and believes that the flag adjustment may be what caused the telemetry issues. He noted the knots placed by CWSS were not typically the way such an adjustment was performed. Jointly, Marcia and CWSS will work with the floats to ensure they work with the Telemetry that seems to be failing routinely since the first adjustment. Charron commented that since her return from Washington, the tank flags have been very high and the CAME alerts fairly frequent. Prior to her trip, the flags were generally at 2/3's of a tank when she walked in the morning.
- When the telemetry was not working properly, the well was run in hand. It appears to have started working again, perhaps after floats were re-adjusted by CWSS.
- Well 2: During the process of pulling the pump for the well video, it was recognized that the base of the wellhead has corroded to the point where it has allowed standing water to flow into the well. The top of the casing has major scaling and the cement footing is corroding away. The repaired crack in the cement was superficial only and there are actually gaps below the surface. The good news is that the video indicates the lower well casing is fine. Dan recommends that we break out the existing footing and go down at least 4' to make an assessment on the well casing and seal. This to be followed by repair work. Dan has contacted Brough Construction (Craig DeChance) to perform the works as Dan has worked with them on similar situations before. The two will meet at the well to figure out the strategy to bring the well back on line. **A motion was made to spend up to \$25,000 on Well #2 for the repair work at Dan's discretion as the work proceeds.** Charron Sparks/John Pinson. All in favor.
- Miller Drilling has installed the new pump. The well pipping was sanitized as it was reinstalled down the casing.
- Dan and Marcia assessed the meter at W3 with respect to the use of SCADA. The installed meter is analog and not compatible for SCADA. There was a digital meter on it but it failed within the warranty. Dan and Aquameteric's installed a new digital meter at the time but were unable to get it working correctly. Dan can't remember the exact problem. Marcia has a call into Hector, with Aquametric, to see if he can remember. Meanwhile, an analog meter was purchased and installed for the well. The top portion of the digital meter in stock. The District can possible repurpose that if it is decided to use SCADA on that well.
- Eric has completed this year's weed abatement.

New Business

1. **Final billing from FRM** – See above

- 2. SCADA demonstration/discussion:** CWSS provided reading materials for the Board and also a small demonstration/discussion as to what the system can do for the District. With compatible meters/systems, CWSS is able to monitor the well performance, tank levels AND actually turn the well on or off, from a phone or laptop. The system can be made as elaborate as desired and can be expanded as needed. CWSS provided a listing of suggested features including well data (well on or offline, GPM, alarms for power outage, low tank, or well failure) and tank data (alarms and seasonal adjustments). The Board discussed and believes this might be a good option for the District - with Well #1 and the tank being the primary focus for the initial set-up. Butch will request a bid from the company and determine what compatible devices our system will need. For example, a new meter and installed cameras to allow visual inspection of well operations and tank level.

Old Business

- 1. Well Log Report** – according to reported numbers, Well 1 has been running more than typical for this time of year. Either the meter is off or there is a large leak in the system. Board members and personnel will be on the lookout for surface water or unusual green areas.
- 2. Onboarding of CWSS** – ongoing process
- 3. Well 2 issues and update** – see GM report above
- 4. Main Line Replacement** – CWSS offered to collect another bid at the last meeting in addition to the one from Souza, which is now over a year old. No action has been taken
- 5. District Map** – Charron has not been able to meet with Joann yet. The previous District map is very old and the one created by Joe Patterson has errors and is not complete.
- 6. Clubhouse property “lease”** – Charron stated that she has met with Corbin and actually provided him with a telecom lease as an example for the lease the District is requesting from him. The ball is in his court and she will remind him of that. The Board recognizes that forward progress is needed on this given the property is being used more often by the community. Corbin does understand that the District should not bear that expense as the neighborhood use is not related to District business. He also understands the need, but unlikely occurrence, for the District to terminate the lease with notice if there is no other option toward the provision of water to the community. As long as the lease allows the District to use the property for District purposes in conjunction with leased purposes, there should be no issue.

Action Item Review

- Everyone to keep an eye open for leaks.
- Marcia to have Tracey remove the \$75 from the Archie bill.
- Marcia to request that CAME remove John and Cory of the text notification for alarms.
- Everyone review paperwork on SCADA.
- CWSS to request a bid for SCADA Phase 1.
- CWSS to seek an additional bid on the north Walnut line replacement.
- Charron to advise Tracey to pay the FRM bill less \$1,008 and to write a memo to enclose with payment.
- Charron to continue to attempt to schedule time with Joann

- Charron to continue to work with Corbin on a clubhouse property lease that allows concurrent use and holds the District harmless for issues that may result during a community gathering.

Adjournment of Regular Meeting: *A motion was made to adjourn the regular meeting at 8:30 p.m. Charron Sparks/John Pinson. All in favor.*

Respectfully submitted by,

Charron Sparks

Charron Sparks
Board Member