

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

MINUTES OF THE MONTHLY MEETING

Board of Directors

Thursday July 13, 2017 at 7:00 PM
Garden Farms Bible Chapel Meeting Hall
17025 Walnut Avenue, Atascadero, CA 93422

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

Board Members Absent: Cory Pereira, John Billings

Employees Present: Marcia Joyce, General Manager, Mary Anne Stephens,
District Secretary

Members of the Public Present: None

Regular Meeting Called to Order

- Chair Charron Sparks called the regular meeting of the Garden Farms Community Water District to order at approximately 7:03 PM.

Public Comment

- No public comment.

Consideration of June 14, 2017 Minutes

- Consideration of minutes was postponed because a quorum of board members was not present.

Communications

- Marcia informed the board that Dan logs his hours and is not on retainer.
- The website has been deactivated and is being replaced with Facebook but Marcia is concerned about access to the minutes and procedure manual. The board suggested posting minutes on the community bulletin board and emailing the manual upon request. There may also be a way to put information into Google Cloud for public access. The secretary will research and report back to the board.
- A newsletter will not be sent out this year. Marcia will be mailing CCR's to district customers with the monthly billing.
- Bill and Linda Nelson would like to buy truckloads of water for their construction project. The district charges \$100 per truckload.
- *A motion was made to sell Bill and Linda Nelson truckloads of water at \$100 per truckload. John Pinson/Jay Jamison/All in favor.*
- Paul Torba's meter was installed and he was billed but Marcia discovered that his customer service line is not connected to the meter and he should not be billed. The cost of meter installation is \$4,500.00 but Dan suggested that Paul be given a \$1,500.00 credit because he did his own backhoe work.

- *A motion was made to give Paul Torba a credit in the amount of \$1,500.00. Jay Jamison/John Pinson/All in favor.*

Financial Report and Consideration of Recent Expenses

- Charron reported that there were no unusual expenses.
- SDRMA was paid for workers compensation and liability insurance.
- Parts were purchased from Ferguson for installation of new meters and more will soon be purchased for retrofitting valves.
- There is some question as to whether no dumping signs are posted. Marcia will investigate and purchase signs if necessary.
- Ken Filliponi has given the district a bid for \$3,300.00 to perform the annual audit. The board feels that an annual audit would be more cost efficient than a bi-annual audit and the bid is still well below what other CPA's would charge.
- *A motion was made to hire Ken Filliponi to perform the annual audit at a cost of \$3,300.00. John Pinson/Jay Jamison/All in favor.*

General Manager's Report and System Maintenance

- Tmobile reworked their clamps with rubber but attached the clamps with stainless steel bolts. Marcia told them that this was not correct but they disagreed. Dan Smith will inspect the tank and Marcia will ask Tmobile to follow his recommendations.
- Manganese levels were off but there were no indication of problems from Abalone Coast. Dan told Marcia that levels might be off because of a false reading caused by clogged plumbing.
- Well Three is online and running properly.
- Marcia will ask Dave to perform a monthly inspection of eyewash stations and fire extinguishers.

Old Business

- **Well Log Report.** Marcia reported that there is nothing out of the ordinary and static levels are good. Everything is pumping properly and the only issue is that Dave has not been recording the backwash and she will ask him to log the information.
- **Groundwater Sustainability Act.** The district is in compliance and has signed the agreement to be included in the group.
- **Water Rate Study.** Charron put a water rate study together showing that the district has a \$42,000.00 deficit. To increase revenue by \$42,000.00 the base rate must be raised to at least \$95.00. An increase to \$100.00 would increase revenue by \$46,000.00, which is more than the deficit. Charron stated that as a non-profit organization the district should cover expenses but not make a profit and the rate should only be raised to \$100.00 if necessary to cover expenses. The board discussed decreasing the base amount from 2,500 to 2,000 cubic feet but is concerned that customers would be paying more for less. Charron will work on the study and send it to the board for discussion at the August meeting. Forty-five days before the meeting is held to approve the rate increase a letter must be mailed to all billed customers which includes

details about the rate increase. Charron suggested mailing the letter right after the August meeting and the public meeting will be held in October. The rate increase would be effective December first and customers will receive the first bill with the new rate in February.

- *A motion was made to keep the base amount at 2,500 cubic feet. John Pinson/Jay Jamison/All in favor.*

Action Item Review

- Charron will revise the letter and send it to board members.
- Charron will work on the water rate study and send it to board members.
- Charron will notify Ken Filliponi that the district would like to retain his services.
- The district secretary will work on a Facebook and Google Cloud.
- Marcia will mail CCR's to customers with the monthly billing.
- Marcia will investigate if "No Dumping" signs are needed and if so she will order them.

Adjournment to Closed Session for Employee Wage Consideration

- *A motion was made to adjourn the regular meeting at 7:48 PM. John Pinson/Jay Jamison/All in favor.*

Submitted by,

Mary Anne Stephens
District Secretary

Approved: