

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

**MINUTES OF THE MONTHLY MEETING**

**Board of Directors**

Wednesday January 10, 2018 at 7:00 PM  
Garden Farms Bible Chapel Meeting Hall  
17025 Walnut Avenue, Atascadero, CA 93422

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

**Board Members Absent:** John Billings

**Employees Present:** Marcia Joyce, General Manager

**Members of the Public Present:** None

**Regular Meeting Called to Order**

- Board member John Pinson called the regular meeting of the Garden Farms Community Water District to order at approximately 7:15 PM.

**Public Comment**

- There were no public comments.

**Consideration of December 20, 2017 Minutes**

- *A motion was made to approve the minutes with the addition of Tracey's last name and no other changes. Jay Jamison/Cory Pereira/All in favor.*

**Communications**

- Marcia informed the board that the Groundwater Sustainability Plan for the Atascadero Basin is moving forward as planned.
- Marcia spoke to Dave Church about what would be needed for Anne Robin to get new service as an out of district customer. He stated that it should be easy because Anne is already within the sphere of influence. It can be done either by Anne initiating the process or by the district passing a resolution. Marcia suggested that a resolution be passed rather than Anne having to go through LAFCO.

**Financial Report and Consideration of Recent Expenses**

- The district secretary purchased Microsoft Office software to update her computer.
- The chlorine analyzer was sent to Hach for refurbishment and the district will be billed for the cost.

**General Manager's Report / System Maintenance**

- Marcia is transferring files from regular files into fireproof files. She feels that it is more important to transfer historical files than financials because Tracey

has copies of the financials. Charron asked Marcia to hire a back up service to store important files and Marcia said that she has spoken to Tracey about using her company. Marcia asked how long files should be kept and Charron suggested keeping them for ten years.

**New Business**

- The board nominated Charron Sparks to serve as chair person for another term.
- *A motion was made to nominate Charron Sparks to continue as chairperson of GFCWD for another term. John Pinson/Jay Jamison/All in favor.*

**Old Business**

- Marcia is still working on replacement costs to give to the insurance company and asked the board for clarification as to what should be inventoried. The board requested that wells, tank, fencing, hydrants, filtration system, mainline and buildings be inventoried and included. Charron will help Marcia determine replacement costs.
- **Well Log Report.** Marcia reported that water usage is up and that static levels are good.

**Action Item Review**

- Marcia and Charron will inventory assets and determine replacement costs.

**Adjournment to Closed Session for Annual Employee Review**

- *A motion was made to adjourn the regular meeting at 7:38 PM. Cory Pereira/John Pinson/All in favor.*

Submitted by,

Mary Anne Stephens  
District Secretary

Approved: