

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

**MINUTES OF THE MONTHLY MEETING**

**Board of Directors**

Wednesday September 12, 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, John Billings and John Pinson

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

**Members of the Public Present:** None

**Meeting Called to Order**

- Chair Charron Sparks called the regular meeting of the Garden Farms Community Water District to order at 7:00 PM.

**Public Comment**

- No Public Comment.

**Consideration of August 15, 2018 Minutes**

- *A motion was made to approve the minutes as written. John Pinson/Jay Jamison/All in favor.*

**Communications**

- Frank and Carol Gary qualify for a leak policy credit in the amount of \$151.70.
- *A motion was made to grant Frank and Carol Gary a water leak credit in the amount of \$151.70. John Pinson/Jay Jamison/All in favor.*
- Marcia informed the board that the 2017 Consumer Confidence Report (CCR) has been posted on the district website. She suggested that in lieu of mailing a copy to each customer a note be added to the next bill stating that upon request, a copy of the report will be mailed. The board agreed and asked Marcia to print copies of the CCR's for Tracey.

**Financial Report and Consideration of Recent Expenses**

- Charron reported that normal expenses were paid and no unusual payments were made.
- The board requested that Marcia contact Tracey and get an update about the progress of annual financial audit by Ken Filipponi.

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

- Electricraft has agreed to pay for half of the cost of replacing the circuit board on the chart recorder and install it at no charge.
- The board requested that Marcia ask the district secretary to email a draft of the revised procedure manual.

- Maintenance technician Dave Scholl will resign as of September 28, 2018. Marcia has been looking into hiring a new technician to replace him. The board suggested that she contact other water districts and also place an ad in Craigslist.
- Marcia determined that chlorine levels in the system were off and needed to be adjusted. The levels are now within acceptable ranges but she will continue to monitor the levels.
- Marcia will be ordering more of the standard 3/4 inch meters.

### **Old Business**

- **Well Log Report.** Marcia reported that the backwash at well one was .02 percent, which is much too low. The board requested that Marcia consult with Dan Migliazzo about correcting the problem.

### **Action Item Review**

- Marcia will print and give Tracey copies of the CCR which will be mailed to customers upon request.
- Marcia will follow up with Tracey about the annual financial audit.
- Marcia will follow up with the district secretary regarding revising the procedure manual.
- Marcia will talk to Dan about the backwash at well one.

### **Adjournment**

- *A motion was made to adjourn the regular meeting at 7:45 PM. Jay Jamison/John Pinson/All in favor.*

Submitted by,

*Mary Anne Stephens*

Mary Anne Stephens  
District Secretary

Approved: 10/17/2018