

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

MINUTES OF THE REGULAR MONTHLY MEETING
Board of Directors
Tuesday October 15, 2024 at 6:30 PM

Board Members Present: Jay Jamison, John Billings, Cory Pereria, John Pinson and Charron Sparks

Employees Present: Marcia Joyce, Tracey Finegan, Isaac Kwid

Guests: Alex Hom, Auditor for District via phone

Regular Meeting Called to Order: Chair Cory Pereria called the regular meeting of the Garden Farms Community Water District to order at 6:35 p.m.

Public Comment: None

Consideration of minutes from the September regular meeting: *A motion was made to approve the September 2024 minutes as written. Jay Jamison/John Billings. All in Favor.*

Consideration of Financial Report and Recent Expenses:

Charron advised the Board members that the meter swap at the Herzig property cost approximately \$1,000 more than the \$1,500 deposit. A bill for the remainder has been sent. Charron requested that the Board discuss water rates at the next meeting. Marcia noted that it had been over 5 years since they were increased and some complaints we have received over the years is with regards to the big rate changes versus small changes each year. There is a CD expiring in December and we will be noticed by Mechanics. Charron will contact the bank requesting we continue to get the best rate possible, which they have provided in the past given the amount of funds we have at the bank.

Tracey provided financials for the last several months as they had been held until the Audit was completed so she could put add the modifications provided by the Auditor.

Communications

- Status of the oak tree located on the District property by the church – Cory and Ty will be taking care of it
- Paige roofing restated their roofing bid for Well One to \$4,400 as reported at last meeting. The board approved the \$4,400 at last meeting. Now they plan to come back out and look at it again next Monday before they will give us a written bid. Michael John provided a verbal bid of \$4950.00. The Board previously approved the \$4,400 for Page Roofing.

- Marcia reported on the multiple issues with bill payments to our vendors last month because contractor invoices went to CWSS rather than directly to GFCWD. It was re-communicated to Butch and Isaac that any contracted work done for GFCWD should be billed directly to the District. Fortunately in spite of being paid late, the District did not incur any fees.
- Tracey and Marcia cannot figure out the amount of water being used at 9395 Pine Street. They consistently use a high amount of water but this last pay period was the highest at 22,545 cubic feet of water. That converts to 168,637 gallons of water. Marcia has called multiple times to ask if they had a leak. The answer is always the same, I'll check, then she does not hear back. Cory offered to contact them.
- Marcia purchased a new Epson printer for \$139.00.
- Butch Kwid (CWSS) provided, via email, a bid from Rady Electric – The Board noted the bid only included the cost of the parts and not installation. Isaac will ask for a bid that includes both.

General Manager's Report/Safety/System Maintenance:

- John provided the printed report from Potable Divers Inc. and played the video. There does appear to be some concerns that should be considered. CWSS is going to contact Potable Divers as to the items discovered and contact Crosno Construction about repairs and the price for bladder. Crosno Construction uses an epoxy that dries underwater, so draining the tank won't be necessary.
- Marcia reports that both Well 2 and 3 need maintenance inside the gates. In addition, the bags of green waste from the last weeding were never removed and are now falling apart within the Well 3 enclosure. Isaac assured her that this had risen to the top of the CWSS to-do list and would be taken care of this next week.
- Charron was not able to assist Marcia with meter reading last month and Marcia stated it went fine working with CWSS.

New Business

1. Annual Audit - with Alexander Hom , CPA Partner Moss, Levy & Hartzheim, LLP

Alexander was present via phone. Tracey asked him two questions at the beginning. In response to the question about "work in progress", he stated it was the SCADA system. In response to her question with regards to his leaving, he replied that if he leaves, he will make sure there is another auditor for next year. Charron asked about water rates given that there is an operating loss before other income. Alex agreed the board should plan for an increase. He will also provide Tracey with the complete depreciation table in case we end up working with a new auditor next year. In addition, Alex will make a note to provide prior year information when preparing next year's audit so that two years show in the final report.

- 2. Meeting with CWSS to discuss goals and expectations –** The primary concern is the need for clear, legible and correct documentation on well logs. Marcia provided copies of the well logs for the last few months. All had errors in the data recorded or omissions in the

needed data for the monthly well reports that go to the Board of Directors. The Board has not had a report for the last two months as a result. Data is needed for all months – meter read months and non-read months – for totals pumped, well depth, chlorine levels, backwash and any changes made during the month. Isaac agreed that he and his staff could and would provide such in the future.

Old Business

1. **Well Log Report** – Not provided due to lack of data (see above for explanation)
2. **Tank Cleaning** – see above in GM report.
3. **Drought & Conservation Reporting** – The Board needs to draft a new policy. No action has been taken.
4. **District Map** – Charron is having difficulty connecting with Joann. Joann last texted that she was gone for a month and would contact Charron when she returns. Charron hopes will eventually meet with Joann to see if the work done so far has value and if so, what more needs to be done.
5. **Clubhouse property “lease”** – Corban has sent an email to the community indicating he will be selling the property. Charron will contact Attorney Tim Carmel to advise him of such. The lease should still be usable for a new owner.

Action Item Review

- Charron to contact Tim Carmel.
- Charron to contact Joann.
- Marcia to contact Page roofing to schedule the work.
- Cory to contact CWSS to get a certificate of Liability from CWSS.
- Isaac to contact Potable Diver’s and Crosno Construction.
- Next meeting is Nov 13th at 6:30 Charron’s house.

Adjournment of Regular Meeting: *A motion was made to adjourn the regular meeting at 8:15 p.m. Charron Sparks/John Pinson. All in favor.*

Respectfully submitted by,

Charron Sparks

Charron Sparks, Board Member