

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

MINUTES OF THE REGULAR MONTHLY MEETING
Board of Directors
Wednesday March 13, 2024 at 6:30 PM

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

Employees Present: Isaac Kwid via phone for a portion of the Communication and GM report

Employees Absent: Marcia Joyce

Regular Meeting Called to Order: Chair Cory Pereira called the regular meeting of the Garden Farms Community Water District to order at 6:36 p.m.

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

Public Comment: No public attended.

Consideration of Financial Report and Recent Expenses:

The board reviewed the financial reports and payments made. As for the question from last month regarding why lease income was now being reported as the full amount owed over the lease, Tracey explained it was a new accounting requirement.

The two CD's have now been opened at Mechanics with a rate of 4.75% for the CD rolling at their bank and 4.85% for the one moved from Pacific Premier Bank. Both have only Marcia and Charron on the signature cards as they were already signers. The Money Market account and linked Checking account for the District have also been opened with all board members and Marcia as signers. The safe Deposit Box has not yet been opened at Mechanics Bank. Charron reported she still has the items from the old box at Pacific Western. *A motion was made to open a safe deposit box. John Pinson/John Billings. All in Favor. (Note: This has been completed)*

Communications

- The Atascadero Ground Water 2023 annual report is available at <https://portal.atascaderobasin.com/>.
- There was a problem with the last chlorine shipment . The driver attempted to deliver the chlorine to Isaac's home (Isaac had ordered it as previously decided). Isaac advised him that he would need to deliver it to the District. Isaac contacted Charron as Marcia was out of town. She was available to meet him but he never showed (Friday). The driver delivered on Monday and waited for a half hour before Marcia was notified he was there. He had the combination from Isaac but was unable to get it to work. Marcia was not sure why she was not notified that he was coming. The bigger question is who should make the delivery request and who should be notified: and why did it end up at Isaac's home? The Board determined that Marcia should coordinate the chlorine orders as she is the one onsite. CWSS to let her know they need chlorine and she will order it. In addition, she replaced the lock box to make it easier to get in to the well house and gates.

General Manager's Report/Safety/System Maintenance:

- Marcia has forwarded the tank cleaning information to CWSS for them to schedule a time for the service call.
- GFCWD received an email from the state water board telling us to participate in testing our water for PFAS if our District was on the provided list. Marcia forwarded the information to each board member as the list was rather long. CWSS was asked if this was something they would handle and Isaac informed the Board that our District was not on the list of systems requiring testing. Therefore no testing needed.
- Marcia let the Board know that Well 3 was looking a bit rough inside the fence line and that with the weather warming the weeds needed to be dealt with soon. She asked if she should ask Eric to do it even though CWSS stated they would handle inside the fence lines. Isaac stated CWSS would handle it but had been busy with well 2 issues and the set-up of Mission at Well 1. It is next on the list.
- Marcia reported there has been a change to the eAR report. It is now tied to the Drought & Conservation (D&C) reports. She was waiting to complete these reports until the District had an updated emergency procedure. Since she could not complete the eAR until the D&C is completed, she went ahead and used the 2013 procedure as the Board had not taken action to update the procedure. Marcia is working to complete the report. The Board needs to get the Drought & Conservation (D&C) report updated.
- Charron contacted Mike Johns as directed last meeting regarding the roof at the Well 1 maintenance shed which is leaking on the desk and paperwork. With Marcia absent from the meeting, it is unknown if he followed up with her.
- Marcia reported to the Board that the telemetry was finally fixed. The problem was a broken antenna and it is not clear if the District will be charged for the repair or not. Unfortunately, the telemetry went out again just after the meeting and the tank overflowed. Fortunately Charron noted that the flag had disappeared while walking and checked the level at the pump house. She turned off Well One and advised Isaac. CWSS continued to monitor visually until the Mission system was completed.

New Business

1. **Drought & Conservation Reporting** – The Board needs to review the prior plan and develop an updated plan.
2. **Tank Cleaning** – Marcia has provided CWSS with the contact information for them to schedule it.
3. **Pampas Grass at Well 2** – Cory spoke to Carla and she is okay with it being removed but asked if the District would provide a privacy fence in its place given that was why they planted Pampas grass. The project would require a back-hoe. With Well 2 now passing the bacteria tests and no real evidence that the Pampas grass was the problem, the Board has delayed the removal. If it is removed in the future, the District Board agreed to install a privacy fence in its place.

Old Business

1. **Well Log Report** – provided by email
2. **SCADA** –The Mission system is up and running according to Isaac. Charron will be added to the notification list. The setting at the pump house is “Auto” and the Mission system controls the timing. It is set to the same times as before – 9PM to 9 AM. The transducer is in place. Isaac ran the system through its paces today. Everything worked as expected.
3. **Well 2 issues and update** – Isaac will reach out to Brian with County to advise him that the well passed and get his approval to get the well back online. Once online, they will set timers to off-peak hours for short periods as the well is costly to run but needs to be exercised and has the best

water. One suggestion for the future was to take it offline when the water levels were high in January and February of each year.

4. **Main Line Replacement** – CWSS offered to collect another bid at the last meeting in addition to the proposal from Souza, which is now over a year old. However, no action has been taken as well 2 and SCADA are the priorities.
5. **District Map** – Charron has not been able to meet with Joann yet. This is totally on her. The previous District map is very old and the one created by Joe Patterson has errors and is not complete.
6. **Clubhouse property “lease”** – The lease is back with Corbin and Charron is awaiting his approval of the changes. Corbin unfortunately does not answer his phone and has not responded to her email requests. As the property is not in use at this time, it is not a problem. Once Corbin signs off on it as acceptable, she will send it to the District’s attorney as requested and approved by the Board previously.
7. **Update on Banking** – see discussion above.

Action Item Review

- Charron to continue to work with Corbin on the lease.
- Charron to work with Joann on the map.
- CWSS to schedule the Tank cleaning
- Charron to acquire the safe deposit box for the District.
- Next meeting is April 17th at 6:30 at Jamison’s home.

Adjournment of Regular Meeting: A motion was made to adjourn the regular meeting at 7:27 p.m. Charron Sparks/John Billings. All in favor.

Respectfully submitted by,

Charron Sparks

Charron Sparks, Board Member