

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

MINUTES OF THE REGULAR MONTHLY MEETING
Board of Directors
Wednesday May 8, 2024 at 6:30 PM

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

Employees Present: Marcia Joyce, Isaac Kwid via phone for a portion

Guests: Paul Torba

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

- **Public Comment:** Paul's was concerned his last payment never got to the District. He has set his water payments with his bank to be automatic. The last one is still lost in the mail. He was concerned that his water would be shut off. It appears he "misunderstood" a text he received from Marcia about the lack of payment. John acknowledged the concern of payments not getting where they need to be as he has the same with his business payments. Paul has asked that Marcia monitor and call him if there is no payment by the 15th of the month. The board noted that Marcia had mentioned this last board meeting and this type of monitoring was not really the district's responsibility. (See below) Marcia makes phone calls as a courtesy to customers as time permits but Paul should not rely on this as his method to ensure his payments are made timely. And his water would not be shut off without a chance for him to make a payment 48 hours prior to meter reading.

Consideration of minutes from the April regular meeting: *A motion was made to approve the April minutes as amended to add Marcia Joyce as present Jay Jamison/John Pinson. All in Favor.*

Consideration of Financial Report and Recent Expenses:

The board made a review of the provided financial reports provided by Tracey. There is a CD coming due in June at what was Pacific Western Bank. **A Motion was Made to move the CD to Mechanics Bank where our others funds are located. John Pinson/Charron Sparks. All in Favor.**

Communications

- Kourtney Kaney responded by phone to Marcia to a letter sent to her by Charron regarding a future double base billing on her Chestnut Street meter due to the additional unit she is renting. Marcia responded by email to let her know her questions needed to be answered by the Board, either at the meeting or by email. She has not followed through.
- Marcia emailed Paul Torba to inform him that reminder calls/texts are made to customers a courtesy so they can make an on time payment. She extends this to all customers when the

time and situation permits. He should not rely on this to make sure his bank mailed a payment on time but rather he should call his bank. (See Public Comment)

General Manager's Report/Safety/System Maintenance:

- Isaac confirmed that CWSS would handle the weeding inside the Well site enclosures. He has been working on this in the past week. Marcia will have Eric and/or Rick take care of the area outside the enclosures.
- John Construction provided a bid to reroof the treatment and storage shed at Well 1. The bid includes removing the old roofing and installing dimensional roofing. The cost would be \$4,550. Page Roofing provided a bid of \$4,000 but it is not clear if it includes the same roof area since they did not feel that the shed portion needed to be replaced. Page Roofing will remove the old roofing and will check for dry rot and do a change order if needed. John Pinson reported that John Construction made any repairs needed without a price change when they replaced his roof. Marcia will confirm with both roofers what the bids include.
- Marcia received an email from the county that we needed to register our system for PFAS testing. After Marcia registered our system, she was given the option of our maintenance personnel to do the testing or a state tester (recommended) to the testing. She opted for the state tester.
- Marcia is still working on the eAR report. She used a 2013 report, which needs to be updated by the Board. She is still waiting on a copy of the 2023 CCR and Isaac's Operator/Distribution information before she can complete the eAR report. The CCR is not due until June and is not yet completed. Isaac promised to get it to her as soon as completed.
- Matt Cook has the District on his schedule for yearly backflow testing.
- Rick Green mowed and weed wacked at well one property.
- CWSS offered to read meters for a \$500 charge per reading. The Board declined the offer by email and requested a cost to provide a helper for reading in case either Marcia or Charron is unavailable. Isaac they would charge the hourly rate of \$95.

New Business

1. **None**

Old Business

1. **Well Log Report** – Marcia has asked CWSS to take pumping water levels after running the wells for 20 minutes (to bring them to pumping level versus starting levels). Marcia confirmed with Isaac that this needed to be done monthly not just on the meter reading month.
2. **Tank Cleaning** – CWSS (Butch) has contacted Potable Divers to schedule the cleaning. AT&T will be servicing cell phone equipment at the tank from 4/15 to 5/15 so Potable Divers will schedule the work around them. They will clean, inspect and video the tank, which must be full.
3. **Drought & Conservation Reporting** – Marcia sent the Board a copy of the 2013 document related to a long term power outage and not conservation. The document is no longer

relevant because the District has a generator now. This reminded the Board to ask if the generator had been exercised. It has not. Isaac confirmed they would get on that.

4. **Well 2 issues and update** – CWSS was told that getting this well back online is a priority.
5. **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 is the priority.
6. **District Map** – Charron will be meeting with Joann at the beginning of June to see if the work done so far has value and if so, what more needs to be done.
7. **Clubhouse property “lease”** – The lease is back from Corban. It is with our attorney for review.

Action Item Review

- Charron to work with attorney on the lease
- Charron to look at the County website for their Drought and Conservation Plan
- Charron to work with Joann on the map
- CWSS to exercise the generator and add to the monthly task list
- Marcia to research both roof bids to see what they include
- Marcia to advise Tracey of the double base bill for Kourtney Kaney
- Next meeting is June 12th at 6:30 pm at the church property

Adjournment of Regular Meeting: *A motion was made to adjourn the regular meeting at 7:47 p.m. Charron Sparks/John Billings. All in favor.*

Respectfully submitted by,

Charron Sparks

Charron Sparks, Board Member