

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

MINUTES OF THE REGULAR MONTHLY MEETING
Board of Directors
Tuesday February 20, 2024 at 6:30 PM

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

Board Members Absent: Isaac Kwid via phone for a short 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 6:30 p.m.

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

Public Comment: No public attended. Charron reported her experience with meter reading and the two, almost three, shut-offs at the end of January. One customer was very upset to be paying \$75 to restore service. Charron suggested she speak with the entire board as she (Charron) did not have authority to waive the fee. The customer had indicated she would come to the meeting but did not show. She may still request the refund.

Consideration of Financial Report and Recent Expenses:

The board reviewed the financial reports and payments made. One question was why the lease income was now being reported as the full amount owed over the lease. (Subsequent to the meeting, Tracey stated that was a new requirement so it must be kept.)

Charron provided the board with information received from Tracey regarding the maturing CD's that the board had requested be rolled at the best rate available. Mechanics Bank recognizes the District is a government entity and stated Mechanics Bank would be responsible to collateralize all amounts at 110% thus providing insurance for all funds, above and beyond the FDIC limit. Mechanics was willing to provide a rate of 4.75% for the CD rolling at their bank and 4.85% for the one at Pacific Premier Bank if we move it to Mechanics Bank. They are also able to provide a Money Market account with linked Checking account for the District that would also be earning interest. Finally, they have safe deposit boxes, which the District is in need of given that the local Pacific Western Bank Office, where the District's safe deposit box is located, will be closing. Charron went on to report that she had already retrieved items from and closed the box at Pacific Western (now Banc of California). The question to the Board is do they want the funds located at Pacific Western to be moved to Mechanics Bank given the new information? If yes, Charron will move the checking account in the next few weeks, open the Money Market and linked Checking, then later the CD's when they mature. All board members and Marcia would be signers. Tracey is in support of single bank banking after

speaking directly to the regional Mechanics Bank business/government expert who confirmed all the above statements provided by an officer at the local bank location. ***A motion was made to open a safe deposit box and move all funds from the Pacific Western checking account and the funds from both CD's to Mechanics Bank, with the checking account being moved in the next few weeks and the CD's to follow at their maturity dates. John Pinson/John Billings. All in Favor.***

Communication

- There was a problem with the chlorine shipments. The driver attempted to deliver the chlorine to Isaac's home (Isaac had ordered it as previously discussed and decided). Isaac advised him they 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?
- Marcia has started the eAR report and will email the Board a copy before it is sent to the state.
- Marcia states the Drought & Conservation Reporting is due but they need a link to our drought contingency plan to complete it. The District plan was last updated in 2013. As a starter, Marcia sent each board member the customer contact list. It has the emergency notification listing with which board member calls who on page three. She also provided our existing Catastrophic Event Procedure via email. She read over the Atascadero Mutual Water Contingency Plan and thinks it is a good point of reference. A copy was provided at the meeting for board members who wished to review.
- Maintenance within the confines of the fences at each well was brought up. Should Marcia contact Eric or is that on CWSS. Isaac states CWSS will maintain the area inside the fences.
- Charron reported that she did talk to Frank Perry about the cattle and it appears they have been moved. He would have moved them back in December except for the rains.

General Manager's Report/Safety/System Maintenance:

- We received notification from Potable Divers that it has been 5 years since our tank has been cleaned. They will be in the area for Atascadero Mutual in late March and back again in May. ***A motion was made to have Potable Divers clean the tank when they are in the area to work on the Atascadero Mutual Tanks. John Pinson/Charron Sparks. All in Favor.***
- The meter at the Wand apartments was run over by a heavy equipment truck. It took a major hit but doesn't appear to be leaking. Marcia asked Isaac to keep an eye on it.
- The roof at the maintenance shed is leaking on the desk and paperwork. John Pinson suggested contractor Mike Johns and Charron volunteered to contact him.
- The telemetry is finally fixed. The problem was a broken antenna. It is not clear if the District will be charged or not.

New Business

1. **None**

Old Business

1. **Well Log Report** – Marcia provided two well log reports to the board members. No discussion followed.
2. **SCADA** – Charron reported that Butch has ordered the parts and the project is rolling forward.
3. **Well 2 issues and update** – no change since last month's report.

4. **Main Line Replacement** – CWSS offered to collect another bid at the last meeting in addition to the one 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. Once the lease looks good and the parties agree, she will send it to the District’s attorney as requested and approved by the Board previously.

Action Item Review

- Charron to continue to work with Corbin on the lease.
- Charron to work with Joann on the map.
- Charron to contact Mike Johns (contractor)
- Charron to move the Pacific Western checking account to Mechanics Bank and open a safe deposit box for the District.
- Cory or Isaac to ask the Bowlins about removal of Pampas grass around Well #2.
- Next meeting is March 13th at 6:30 location TBD.

Adjournment of Regular Meeting: A motion was made to adjourn the regular meeting at 7:39 p.m. Charron Sparks/John Billings. All in favor.

Respectfully submitted by,

Charron Sparks

Charron Sparks, Board Member