

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

**MINUTES OF THE MONTHLY MEETING**  
**Board of Directors**

Wednesday March 13, 2019 at 7:00 p.m.  
Garden Farms Bible Chapel Meeting Hall  
17025 Walnut Avenue, Atascadero, CA 93422

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

**Board Members Absent:** John Billings

**Employees Present:** Marcia Joyce, General Manager and Mary Anne Stephens, District Secretary

**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 7:10 p.m.

**Public Comment**

- No Public Comment.

**Consideration of February 13, 2019 Minutes**

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

**Communications**

- Marcia attended a meeting held at Atascadero Mutual Water Company for updates regarding the Groundwater Sustainability Plan (GSP). She informed the board that a website has been created to provide consumers with information about the Atascadero Sub-Basin formation. Although not fully completed, the website gives an in depth description of the Groundwater Sustainability Agency (GSA) and an outline for the GSP. The district has been tasked with notifying customers that the website is available and that there is a link which will take them directly to the Department of Water Resources (DRW) website where they can submit comments and questions. The board asked Marcia to provide this information to district customers by adding it to the GFCWD website.
- SDRMA (Special District Risk Management Authority) notified the district that there will be a 5% increase for Workers Compensation Insurance. The estimated annual increase will be \$99.00.
- Marcia contacted GoDaddy about the email account which she uses for communicating with vendors and customers. She was told that when the district website was initially created, Rob set up five email accounts but Marcia opted to keep only one for storage. She has gradually been letting people know that they should contact her at the manager@gfwd.org email. The cost for the email account is \$119.76 for two years and the cost for domain registration is \$20.17 per year.

### **Financial Report and Consideration of Recent Expenses**

- Marcia reinvested two low interest CD's at Pacific Western Bank into one higher interest rate CD at the same bank. The new rate is 2.5% for a one year term. Currently, Charron, Jay, John Pinson and Marcia are the signatories on this account.
- Charron reported that all financial transactions were normal and routine.
- Marcia informed the board that she is in need of a hand pump and asked John Pinson if he could look into purchasing one for the district.

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

- The pump at well two is still not working. Dan recommended that both the pump and motor be replaced instead of servicing the motor and suggested using Fisher Pump. John Pinson asked Marcia to check into the cost effectiveness of refurbishing the old pump as a back-up. Dan also agreed with Craig Stephens in recommending that electrical panel should be replaced. The board feels that well two should be operational and asked Marcia to contact Fisher Pump and Craig about the repairs.
- *A motion was made to hire Craig Stephens to replace the electrical panel at well two at a cost of up to \$3,500.00. John Pinson/Jay Jamison/All in favor.*
- *A motion was made to have Fisher Pump pull the pump and replace it with a new pump and motor at a cost of up to \$20,000.00 and get an opinion from Fisher Pump on whether there is value in rebuilding the old one. John Pinson/Jay Jamison/All in favor.*
- Marcia reported that system chlorine levels have been erratic and she has not been able to identify the reason for the erratic levels. Anthony and Marcia have been making system adjustments in an attempt to stabilize chlorine levels and have been slowly turning the chlorine feed down. Marcia said that if the feed is turned down too quickly it could throw the system into shock. Because Marcia was getting low tank alarms, she asked Anthony to raise the tank float by two feet. Anthony consulted Dan about the erratic chlorine levels and he thinks that the problem may be caused by chlorine being absorbed by sludge and suggested flushing the system. Charron asked Marcia what target chlorine levels are and Marcia said that the goal is 1.0 at the wells and no more than .7 in the system. The board asked Marcia about the readings that she has been taking and she said that they are taken at various locations and times and that she took the reading at the church because it was in the middle of the system. The board asked that the readings be taken more consistently because this would help determine a system average. They requested that Anthony to do a system check every time he does his rounds for the next month. The readings should be taken at well one, at the end of Walnut Avenue, and at the church and the readings should be taken at the same time of day.
- Marcia contacted JoAnn Head about completing the district map but has not heard back from her yet.
- The district received a letter from Kirk Consulting about a new vineyard that is going to be built in the area.

### **Old Business**

- **Well Log Report.** Marcia said that there was nothing unusual to report and static levels are consistent.

### **New Business**

- There was no new business.

### **Action Item Review**

- The district secretary will talk to Craig Stephens about the electrical panel at well two.
- Marcia will contact Fisher Pump about replacing the pump and motor at well two and will ask about whether or not it would be cost effective to rebuild the motor.
- Marcia will post a notice on the district website about the GSP notification.
- Marcia will contact JoAnn Head about the district map.
- Marcia will research grants.

### **Adjournment**

- *A motion was made to adjourn the regular meeting at 8:11 p.m. Cory Pereira/Jay Jamison/All in favor.*

Submitted by,

*Mary Anne Stephens*

Mary Anne Stephens  
District Secretary

Approved: 04/17/2019