

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

MINUTES OF THE MONTHLY MEETING

Board of Directors

Wednesday October 13, 2021 at 7:00 p.m.
Garden Farms Bible Chapel Meeting Hall
17025 Walnut Avenue, Atascadero, CA 93422

Board Members Present: Chair, John Billings, Charron Sparks and Cory Pereira

Board Members Absent: John Pinson and Jay Jamison

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

Members of the Public Present: Kourtney Kaney

Meeting Called to Order

- John Billings called the regular meeting of the Garden Farms Community Water District to order at 7:10 p.m.

Public Comment

- Kourtney Kaney asked for clarification regarding District billing policies relating to service disconnection. The board informed her that her service had been disconnected because payment was not received by 8:00 a.m. on the day that meters were read. Kourtney stated that her payment was late because her tenant failed to inform her that payment was past due and she requested that the \$75.00 reconnection fee be waived. The board informed Kourtney that bills are mailed to both landlord and tenant but the landlord is responsible for payment. Marcia reminded her that she had also been sent a courtesy text reminder.
- *A motion was made that Kourtney Kaney's \$75.00 reconnection fee stands. Charron Sparks/Cory Pereira/All in favor.*
- *A motion was made that all bills on this property go to Kourtney Kaney the property owner because we've had difficulties in the past. Charron Sparks/Cory Pereira/All in favor.*

Consideration of Meeting Minutes September 8, 2021

- *A motion was made to approve the minutes as written. Charron Sparks/Cory Pereira/All in favor.*

Communications

- Marcia informed that board that Javier Ortiz is requesting a leak policy credit. He notified Marcia when he discovered the leak and it has been repaired.
- *A motion was made to approve a leak policy credit in the amount of \$166.63 for Javier Ortiz. Charron Sparks/Cory Pereira/All in favor.*
- Janna Baldwin notified Marcia that she is concerned about cell frequencies due to the expansion of the cell site on the water tank.

Financial Report and Consideration of Recent Expenses

- Charron informed the board that the financial report will be available when the annual audit is presented at the next meeting.

General Manager's Report/Safety/System Maintenance

- Marcia reported that she has been testing bacteria levels at well two and they are very low. She is communicating test results with county environmental health and will continue to take monthly tests.
- Marcia reported that the Lewis residence failed a lead and copper test. She informed them of the test results and will retest using a different tap to see if the results are similar.
- Marcia reported that well three has been shut down because of problems with the pumping rate and blow off valve. She will continue to try and determine the cause of the malfunction and make repairs.
- Marcia informed the board that the main line located on the Chestnut Street bridge has a small leak. The board requested that she ask Lucas Porter to inspect the leak to determine what type of repair is needed.
- Marcia reported that the hydrant in front of Carlotta's house has a large drip and needs to be replaced.
- *A motion was made to authorize Marcia to purchase a fire hydrant. Charron Sparks/Cory Pereira/All in favor.*

Old Business

1. Well Log Report. Marcia reported that she is continuing to monitor static well levels and that water balances are good.

2. Main Line Replacement. Marcia informed the board that there is no new information regarding the main line replacement.

3. Removal of Small Tree at District Water Tank. Marcia is continuing to get bids for removing the tree.

4. Water Tank Screen Repair. Marcia and Charron will repair the water tank screen when possible.

5. Back Wash Valves at Well One. There was nothing new to report regarding the back wash valves.

6. District Map. Lucas Porter has estimated that the cost of completing the District map would be between \$5,000.00 and \$10,000.00. He stated that the county will require drawings of the proposed mainline replacement indicating all encroachments on county property and they will require that the map is created by a licensed civil engineer. John Billings offered to do some follow up research and Charron requested that Marcia email her a copy of the map file.

7. FRM Contract Proposal. Charron informed the board that the District has received a maintenance proposal from Fluid Resource Management (FRM). The startup fee is \$8,000.00 and the monthly fee would be based upon time and materials. Services would include all maintenance and excludes reading meters and billing. After three months, the District would have the option of negotiating a monthly fixed fee price. Charron will forward a copy of the proposal to board members and the matter will be discussed at the next meeting.

Action Item Review

- John Billings will research engineers to complete District map.
- Marcia will shop for a fire hydrant.
- Marcia will send a map file to Charron.
- Marcia will ask Lucas Porter to inspect the main line leak on the bridge.
- Marcia will ask Tracey about billing with Venmo.
- Cory will check with an arborist about removing small tree near water tank.

Adjournment

- *A motion was made to adjourn the regular meeting at 8:01 p.m. Charron Sparks/Cory Pereira/All in favor.*

Submitted by,

Mary Anne Stephens

Mary Anne Stephens
District Secretary

Approved: 12/08/2021