

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

**MINUTES OF THE MONTHLY MEETING**

**Board of Directors**

Wednesday July 14, 2021 at 7:00 p.m.  
Garden Farms Bible Chapel Meeting Hall  
17025 Walnut Avenue, Atascadero, CA 93422

**Board Members Present:** Acting Chair, John Pinson, Cory Pereira, and Jay Jamison

**Board Member Attended by Phone:** Charron Sparks

**Board Members Absent:** Chair, John Billings

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

**Members of the Public Present:** None

**Meeting Called to Order**

- John Pinson called the regular meeting of the Garden Farms Community Water District to order at 7:04 p.m.

**Public Comment**

- None.

**Consideration of Meeting Minutes June 9, 2021**

- *Consideration of the minutes was postponed.*

**Communications**

- Marcia reported that T-Mobile would like to make upgrades to their existing equipment on the water tank. The upgrades are approximately the same size as their existing equipment and no major modifications are necessary.
- *A motion was made to approve the upgrades for T-Mobile. Charron Sparks/Cory Pereira/All in favor.*

**Financial Report and Consideration of Recent Expenses**

- Marcia informed the board that the Financial Report was not available.

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

- Marcia informed the board that Todd Waelty has reassigned maintenance duties to his assistant Hunter and that she has made several phone calls to Todd but he has not responded. The board requested that Charron contact FRM (Fluid Resource Management) and inquire about the cost of providing maintenance as an alternative to contracting with Waelty Quality Water Service.
- Marcia reported that Porter Construction replaced a faulty water meter. The repair of another meter was not completed because they could not get the gate valve in front of the Delgado property shut off. As an alternative, they attempted to shut off the next closest valve located

on Pine Street and El Camino Real near the Arnett property. After several unsuccessful attempts, they quit for the day, but in the interim, a large leak developed in the line on the District side of the Arnett property. Marcia recommended hiring Lucas Porter to try to figure out what the cause of the problems are and resume the repairs.

- *A motion was made to hire Lucas Porter and spend up to \$3,000.00 to deal with the situation at the north end of Walnut Avenue. Charron Sparks/Jay Jamison/All in favor.*
- The District has received a bid from Todd Robinson for creating a map. The board feels that obtaining an accurate map is in the best interest of the District and Lucas Porter has informed Marcia that the main line replacement will require a reliable map. Charron will contact Todd Robinson and get more detailed information and the matter will be discussed at the next meeting.
- Marcia informed the board that her cart is in need of repair. Jay stated that he knows of a reliable repair company and will forward the information to Marcia. Charron suggested that the District pay half the cost of repairing the cart because Marcia uses the cart to conduct District business.
- *A motion was made that the District pay half the cost of repairing Marcia's cart because she uses it for District business. Charron Sparks/Jay Jamison/All in favor.*
- Marcia reported that the District has received an invoice from SDRMA (Special District Risk Management Authority) in the amount of \$5,240.79 for property liability insurance.
- *A motion was made to pay SDRMA \$5,240.79 for property liability insurance. Charron Sparks/Jay Jamison/All in favor.*
- Marcia and the board discussed the large oak tree near the church parking lot. The tree has lost a branch and the board feels that it may need to have some branches removed. The board requested that she get bids from Witt's Tree Service, Warner Tree Service, and A & T Arborists.

### **New Business**

**1. Single Well on Mike Delgado's Property.** The board asked Marcia to inform the Delgado's that there are options for supplying water to a new residence provided that it is a single dwelling with one unit.

**2. Back Wash Valves at Well One.** Marcia informed the board that Dan has recommended that the back wash valves be replaced instead of repaired because they are old and outdated. Marcia has gotten a quote from ATEC for the new valves but has not found a contractor to install them. The board feels that the District should hire a contractor who is familiar with industrial water systems. John Pinson has requested that ATEC provide the District with a set of specifications and submittals and he will attempt to locate a contractor to install the new valves.

**3. Address Annual Audit.** The District will provide an engagement letter and hire Ken Filipponi to conduct the annual financial audit. The fee for the audit is \$3,700.00 plus out of pocket expenses. Ken has requested that if Charron is to continue to act as the District financial contact, she have board approval. Her duties will include writing letters and responding to various inquiries.

- *A motion was made to engage Ken Filipponi for \$3,700.00 plus out of pocket expenses to conduct the annual audit. Charron Sparks/Jay Jamison/All in favor.*
- *A motion was made that Charron continues to be the financial contact for the annual audit. Jay Jamison/Cory Pereira/All in favor.*

### **Old Business**

- 1. Well Log Report.** The board reviewed the well log report. Marcia reported that she is still making adjustments to the backwash system.
- 2. Main Line Replacement.** Marcia informed the board that no new information will be available until the District has a workable map.
- 3. Removal of Small Tree at District Water Tank.** Marcia informed the board that she has made arrangements with Randy Davis to remove the small tree near the water tank. The board suggested hiring Rick Green to dispose of the brush and rounds.
- 4. Water Tank Screen Repair.** No new information was available for the board to review.

### **Action Item Review**

- Marcia will contact the Delgado's and inform them that they have options for supplying water to their proposed new residence.
- Marcia will contact T-Mobile and give them approval to proceed with modifications to their equipment on the water tank.
- Charron will contact FRM and inquire about the cost of maintenance.
- Marcia will hire Porter Construction to repair the leak at Arnett property.
- Charron will contact Todd Robinson about the District map.
- Marcia will ask ATEC to provide specifications and submittals for the backwash valve replacement.
- Marcia will ask Rick Green to dispose of the pine tree debris near the water tank.
- Marcia will ask Wendy about a tree service company and get several bids for removing oak tree branches.
- Jay will send cart repair contact information to Marcia.
- Marcia will ask Tracey to contact Ken Filippini and give him approval to begin working on the annual audit.

### **Adjournment**

- *A motion was made to adjourn the regular meeting at 7:55 p.m. Charron Sparks/Jay Jamison/All in favor.*

Submitted by,

*Mary Anne Stephens*

Mary Anne Stephens  
District Secretary

Approved: 08/11/2021