

BOARD MEETING MINUTES: October 1, 2019

LAKE CANYON MUTUAL WATER COMPANY

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Meeting was called to order by Kenji Morita at 7:10 p.m.

Current Board Members present: Casey Farrand, Jim DiZoglio, Mindi Porebski, Rebecca Cabral, Susan Ady

Outgoing Board Members present: Kenji Morita, Vu Dang

Others in attendance: Bud Everts, Barbara Abel, Phil Abel phone: Wais Ahmad

Election of Officers - President: Rebecca Cabral

Vice-President: Casey Farrand

Secretary: Mindi Porebski

Treasurer: Bud Everts

Training of Board Members: required, documents

AB54 & AB240: Ethics for Mutual Water Board Members ONLINE

By law, all mutual water board members are required to have two hours of ethics training every six years, and **within six months of taking office.**

New board members are scheduled for:

Tuesday, 12/10/2019 10:00 a.m. – Noon “AB54 & AB240: Ethics for Mutual Water Board Members”

<https://www.events.rcac.org/assnfe/ev.asp?MODE=&ID=1818>

Quickbooks Online Access: available for all new board members to have report view.

New Business

Review of September 10th meeting minutes

Beardsley Rd. Paving: October 14 – 18

Daily closing times: 8:30 a.m. to approximately 4:30 p.m.

Pedestrian access will be available.

Current speed bumps will remain as is.

Water Drainage: swale will be built so drainage stays on creek side of Beardsley.

Repairs: Tom will put in new railroad tie that were purchased by owner

Feedback – Annual Meeting: venue worked very well.

OLD BUSINESS

High Speed internet: will reach out to Ridge and Surfnet for updates

CSD Payment: board will review further payments of \$88,800 in the future

Storage shed: Rebecca will inventory items, talk to Luke Bolinger and Tom Newhall

Monthly Meetings: normally 3rd Wednesday of each month

Minutes: Mindi will take and distribute minutes beginning with next meeting on Oct. 15th.

Meter Readings: monthly on Fridays (mid-month or later). Next: Fri., Oct. 18th by Rebecca & Jim. Others welcome

Financial Reporting for Future Meetings

Management Reports: Prior Month (Expenses by Vendor Summary, P&L, Balance Sheet)

Wells Fargo Bank Statement with current balance

Bank Reconciliation

Accounts Receivable status

Water Reports

Communication and Correspondence

Maintenance: valve exercise with maps and schedule.

Oil compressors: John Lewis

Tanks: cleaning

Need updated drawings and maps for valve exercising

Maintenance schedule

Board members: plant shut-down procedures

Access to Google Drive Lake Canyon files

Water Treatment and Distribution Training for board members, by Bud Everts: Sunday, Oct. 6, 11 a.m. – 1 p.m.

Phone dialer call order: update

Possible Future Topics:

Traffic and Pedestrian Safety

Community Park

Loans / grants for Water Line

Budget: Capital Improvement Plan (CIP)

Fire Lanes: striping

Survey Markers status

Reviewed and approve today's Meeting Minutes Jim moved, Mindi seconded. Passed unanimously.

Meeting adjourned at 8:50 p.m. Jim moved, Mindi seconded.

Next meeting: **Tues., Oct. 15, 7:00 p.m.** at Water Treatment Plant, 19605 Manzanita Dr.

To remotely join any monthly board meeting: **Call-In #: (844) 801-6666 NOTE NEW # Access Code: 987178#**