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Operations Manager  
Lake Canyon  
PO Box 866  
Los Gatos CA 95031-0866

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# Lake Canyon Mutual Water Company

POST OFFICE BOX 866 LOS GATOS, CA 95031-0866

[lakecanyonmwco@yahoo.com](mailto:lakecanyonmwco@yahoo.com)

[www.lakecanyon.com](http://www.lakecanyon.com)

## BOARD MEETING MINUTES: January 6, 2014

Kirk called the meeting to order at 7:40 PM at the Filtration Plant.

**Attending:** Kirk Epperly, Cheri Salazar, and Phil Abel.

**Also present:** Barbara Abel, and Stacey Johnson.

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### Communication and Correspondence:

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**Approval of the Minutes of the Previous Meeting:** *Phil moved to accept the previous meeting's minutes as mailed. Cheri seconded. The motion was approved unanimously.*

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**Financial Report:** Kirk reviewed the previous month's Financial Reports. *Phil moved to accept the previous month's Financial Reports. Cheri seconded. The motion was approved unanimously.*

### December financial report:

Date	Num	Memo/Description	Amount
12/31/2013		INTEREST PAYMENT	1.03
12/31/2013		Paychex Payroll Taxes	310.04
12/30/2013	DD	Barbara Abel Water Plant Operator	1,096.20
12/30/2013		DEPOSIT	5,272.50
12/16/2013	4077	Verizon	41.62
12/16/2013		Beardsley Bridge Loan	1,169.12
12/13/2013	4078	Paychex	128.07
12/13/2013	4081	Paychex	138.07
12/12/2013	4080	PG&E	498.05
12/12/2013	4082	San Jose Water Company	1,211.79
12/9/2013		Bank Charge <b>DEP DETAIL &amp; IMAGES</b>	3.00
12/6/2013	4070	SC County Health Lab	150.00
12/4/2013	4076	Estates of America	341.20
12/3/2013		PAYPAL TRANSFER	184.19
12/2/2013	4071	Tiffany Epperly Postage and envelopes	41.19
12/2/2013	4075	Property Tax Santa Clara	87.86
12/2/2013	306	Tiffany Epperly Treasurer	271.46
12/2/2013	4072	Property Tax Santa Clara	501.68
12/2/2013	4074	Property Tax Santa Clara	517.94
12/2/2013	4073	Property Tax Santa Clara	784.82
12/2/2013		DEPOSIT	4,777.50
		Total Deposits	10,235.22
		Total	
		Checks	7,292.11
		General Fund	137,360.29
		Market Rate	8,171.95
		Total	145,532.24

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**Previous Months Delinquencies:**

No improved accounts over 60 days late

**Community Water Usage for the Month (gallons per day):**

	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>
Filter out (Into Tanks)	14050	12198	11343	10896	9,655
Past Midpoint	7921	6277	5560	5100	4,857
Laurel	2314	2477	2593	2421	2,262
From San Jose Water Co.	10140	9025	8682	8238	6,958
From Spring Box	4649	3957	3453	3182	3,018

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**Water Quality Report:** Water test absent of coliform for the previous month.

**Staff Report:**

**New Business:**

- 1) The board requested that the Treasurer generate a list of meters that were paid for in escrow.
- 2) The board requested that Tom Newhall give a recommendation and cost analysis of what can be done to conceal the meter enclosure at 19515 Beardsley Rd. Phil agreed to contact Tom with the request.
- 3) The Board discussed the possibility that Senate legislation AB240 would require ongoing financial audits. Kirk indicated that he had talked to our CPA Pors and Associates about the potential cost. Pors quoted approximately \$3k but will need more information to give a firm quote.

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**Old Business:**

- 1) Cheri offered to follow up for Kirk and contact James Dizoglio regarding potential help with the website.
- 2) In a follow up to the board discussion last month of the account for 19260 Beardsley Road, Kirk asked Stacey for a copy of the agreement that was drafted in October but never implemented.
- 3) The board requested that Stacey draft a notice regarding the non-compliant unit at 19521 Manzanita Drive. The notice should indicate that if the 2<sup>nd</sup> unit is re-rented the company will need to act.

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**Note to the community: As of July 2013 the dues have been increased to \$195, If you have an automatic payment please adjust the payment amount. Thank You.**

**Adjournment:**

*Phil moved to adjourn the meeting to February 10, 2014 at 19605 Manzanita Drive following the CSD meeting. Cheri seconded. The motion was approved unanimously. The meeting adjourned at 9:45pm.*

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