

# Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday Nov 15, 2023 7:00 p.m.

## Held via Zoom Audio and/or Video Conference

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OPEN MEETING: Any eligible person may address and ask questions of the Board relating to any matter within the Board's jurisdiction, if the matter is not on the agenda or pending before the Board.

**Roll Call:** Aaruna Godthi, Mindi Porebski, Sam Monga

**Also in attendance:** Bud Everts

Sam called the meeting to order at 7:07 p.m.

**Consent Agenda:** Financial, Water, Staff, Projects, and Maintenance reports (2 min)

- As some board members experienced difficulty opening some of the financial files last month, we will review of the September financial reports as well as the October financial reports
- Revenue for premium water usage is up YoY (~25%) due to increased rate (went into effect Dec 18, 2022) for the higher tiers of usage
- The liability for Comcast deposit is because the LCMWC board paid into the Comcast option when that became available in the community
- Unlabeled row in the expense report is for payroll
- We should explore the option to lower our Quickbooks costs

Sam makes a motion to approve the financial reports from September and October

Aaruna seconds

Motion passes 3-0

**Reports:** Communication, and Correspondence Reports (10 min)

- Water usage in one home is unusually high, which may be caused by a water system installation on the property
- Spring flow continues to drop. Now at 4.3 gpm, up from 2.0 gpm this time last year and 1.8 gpm this time two years ago. The spring is still producing 88% of our water needs.
- Lake Ranch is at 43% capacity, which is up slightly from September and unchanged since Oct. This time last year it was at 11% and two years ago was 22%
- No measurable rain yet but that is changing imminently
- Consumption is at 109.3 gallons per household per day average
- Bud is picking up equipment for the RFID meters in the coming week
- Some small maintenance issues with meter access, drainage, traffic mirror, etc.
- Communication from a former resident who just sold their house asked about the transfer fee

Mindi makes a motion to accept the reports

Sam seconds

Motion Passes 3-0

## Business

- [All] Open board position
  - Board has reached out to several community members to see if there is interest in joining /

- re-joining the board. There are 1-2 leads that we will continue to follow-up on.
  - Board will aim to find a candidate by the next board meeting
- [Aaruna, Mindi] Easier communication with the neighborhood 1) on mobile devices for emergencies and 2) including all residents for important communications, and 3) encouraging consumption of meeting minutes
  - Problem 1) When there was an issue at 19388 Beardsley that required quick communication to the community from a mobile device, this prompted the board to look into options such as Groups.io that would allow us to manage our community contact lists as an alias.
    - Groups.io also keeps an archive of previous emails
    - There is a free version but we may need the premium one
    - Other options might include the safety post in Nextdoor which used to provide a notification, but it seems that feature no longer exists
    - Texts or Whatsapp might also be faster modes of communication but requires community members to have the app installed (same issue with Nextdoor)
    - We already have cell phone numbers and email addresses for virtually all residents
    - Board agrees to look into available low-cost solutions
  - Problem 2) During the recent road closure not all residents were aware of the important communications. Two neighbors who are residents but not owners were impacted negatively as they were unaware of the road closure
    - We could reinforce the importance to owners of ensuring we have contact info for all residents
    - We could provide a QR code, a notice posted in the canyon or other means to have residents sign up with their contact info
    - Board to consider modes of allowing residents to easily give their information / subscribe to our community notifications
  - Problem 3) Residents don't always read the meeting minutes. For example some residents express surprise at items that have been communicated out in the minutes.
    - One idea is to send the minutes as an audio file so they can listen to them
    - Another idea is to print the minutes and mail to the houses
    - We can get more data if we use tracking links in our emails to link to the minutes
    - We should look into the root cause. Are people not interested? Not making the time? Everything seems to be running fine?
  - Board members don't have much time to devote to this problem but we will bring this topic back up for our February board meeting.
- [Rebecca, Aaruna] Back-up Generator project; price changes and walk-through, guidelines / legal requirement information (SB-552 requirements and related questions)
  - Rebecca spoke with Glen, but the quote we received is out of date at this point
  - We would need to schedule another site visit and get a refreshed quote.
  - Ru was thinking the install would be approx. \$10K, but Glen is thinking closer to \$20K
  - We can draft an email to the SWRCB to understand the requirement, stressing that we have a 30 day water supply even without power
  - Aaruna had emailed the generic email to the info@ alias for the SWRCB but its been several weeks and they have not gotten back
  - Aaruna did find SB-552, which seems to be the relevant law
  - The law states that subject to funding availability, small water companies need continuous operations during power outages. While we don't have backup electrical power, we do have over 30 days of water supply available during a power outage.
  - Bud recommends we reach out to our contact, George Chien, our engineer at SWRCB. Bud will give him a call.
    - Additional SB-552 requirements
      - Bud sends in the monthly drought status report quarterly
      - We are in CalWarn

- EAR system reports are always sent
- We have all water monitoring in place for our springs (we do not have wells)
  
- [Mindi, Aaruna] website updates
  - Several missing agenda and minutes links from 2023 uploaded to Home page, Minutes page, and Agenda pages
  - Aaruna reached out to Bud to find some documents that had broken links, including Articles of incorporation, Water Hook-up Application, Special Assessments, and Grey Water systems
  - The board is interested in a complete overhaul of the website to help with UX issues, addition of Firewise info, deal with the duplication across the website, and more
  - Plan to have no more than 2 board members meet on Monday nights before the LCMWC meeting to work on this
- [Rebecca] Bridge project for protection on sides of cement bridge
  - Idea to use the boards that came off the Laurel bridge to make a bumper along the sides, as there was an issue where a vehicle went up over the edge.
  - Boards are approximately 12" x 12" and we should ensure it does not hinder access for emergency vehicles
  - Bud will discuss with Tom
- [Rebecca, Mindi] Community Events: Canyon Friendsgiving and Holiday Lights
  - Canyon Thanksgiving has been moved from this Saturday due to rain and now is on:
    - Sunday, November 19th, Noon to 4:00 p.m.
    - At the creekside lot across from 19451 Beardsley
    - If you plan to attend you can use [this page](#) to sign up for what dish you will bring
  - Holiday Lights celebration will be held Friday, December 29th or Saturday, December 30th, pending the weather
    - Residents and owners can decorate their homes, sign up to host a 'station' at their home with food, beverages, and/or snacks
    - There will be a voting process to determine the best decorated property!
- [Bud] Review of transfer fee
  - For at least 7 years there has been a \$500 transfer fee imposed whenever a house is sold
  - It is collected through escrow when the title company does its due diligence
  - SJW and Vista Grande do not charge these fees as far as we can tell
  - We could put together a document stating all of the things we do when there is a transfer (e.g. updating billing, updating contact lists, sending welcome letter, etc.)
  - Board will do some research to determine if this is still the correct amount to charge for the transfer based on the tasks needed and also based on similar water companies in the mountains

### **Review Meeting Minutes from this meeting**

Sam makes a motion to approve the meeting minutes

Aaruna seconds

Motion passes 3-0

**Adjourn at 9:13pm**