**Minutes: Lake Canyon Mutual Water Company**

**Special Board Meeting**

Saturday, April 25, 2020 **7:00 p.m.**

**Held via Zoom Audio and/or Video Conference**

lakecanyonmwc@gmail.com http://www.lakecanyon.com/ 408-834-7745 (message)

PUBLIC FORUM: Any member of the public 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.

**Call to Order / Start Zoom Meeting for remote meeting access:** 7:00 p.m.

**Roll Call:** Casey Farrand, Jim DiZoglio, Mindi Porebski, Rebecca Cabral, Susan Ady

Also in attendance: Bud Everts, Erick Sturm, Terry Truong, Brad Bell, Kirk Epperly, Kenji Morita, Wais Achak, Bryan Cameron

Rebecca begins the meeting at 7:03p

**Business**

1. Comcast proposal updates
   1. Legal counsel
      1. Discovered that the rules from the 1938 creation don’t pertain at all anymore
      2. The lawyers need two more things to really answer our questions:
         1. Need to circle back with our CPA to understand the tax implications
         2. Found in the research that there was an amendment in 1992 for our articles of incorporation, but they don’t know what it is, because the files are in their office and their offices are closed due to shelter in place
            1. Bud found it in our records. It was adding two parcels to Lake Canyon; nothing that should impact their research
            2. Bud has not yet found the IRS application documents.
         3. Expecting answers from legal counsel by Tuesday
      3. Lawyers cleared us to collect funds in order to facilitate this: e.g. we use our savings account as an escrow, no more
   2. Additional survey responses since April 21st, 2020
      1. No additional responses in the survey since the last meeting
   3. Status of funding
      1. We have successfully negotiated the customer portion down from $114k to $82.5k, making Lake Canyon’s portion $50k
         1. Requires 20 business plans
      2. Rachel is the only one signing the contract; we submit our check
      3. 54 homes in the community, ~37 homes said they could pay the $1400 in the first survey
      4. Funding required by signing per most recent conversation with Comcast. Board goal to have funding by Friday May 8th
   4. Review of second survey / form topics and communication
      1. Need clear commitment and deadline date
      2. Need business account emails, phone numbers, etc.
   5. Discussion of funding
      1. Review of Montevina funding
         1. 20 homes of the 33 will be funding their proposal, they have full funding
      2. Next steps to move forward
         1. Proposal we take the $50k, divide by our 54 homes, and ask folks to contribute the $925. This is more feasible for some homes and could get us more homes contributing.
         2. Payment can be done through invoice option, we can invoice for $1 and folks can pay what they can afford
         3. If we fall short of Comcast goal, all funds will be returned to contributors
   6. Communication and questions
      1. Jim expressing that community members are asking that Lake Canyon contribute so they can spend less, or that they still believe pre-pay was happening. There was confusion in the initial survey
      2. Proposal for communication:
         1. Explain that right now we are only pursuing the option to collect funds from the community. We are waiting for the legal counsel to know if other options will be available.
         2. Explain more about business accounts and gain commitment
            1. Addresses, phone numbers, and names need to be sent to Comcast in advance
         3. Add a sign at the front of the community, like a ‘thermometer’ approach
      3. How to communicate for those who don’t use internet
         1. Bud can print out invoices on Quickbooks and share it same day
      4. Communication to be sent (options)
         1. ASAP
         2. Wednesday (e.g. after Tuesday’s meeting)
   7. Community assessment and using LCMWC funds to be discussed on Tuesday’s meeting after legal counsel received

The Board requesting preparation of communications, payment options, posters, etc. before Tuesday’s meeting

* Jim to work on postering
* Casey and Susan to work on comms plan
* Bud to prepare invoice
* Mindi to prepare one-pager FAQ

**Review Meeting Minutes**

Mindi moves to accept minutes. Jim seconds

Motion passes 4-0

**Confirm next special meeting agenda items**: Tuesday, April 28, 2020 7:00 p.m.

1. Comcast
2. COVID-19 billing

**Confirm next meeting agenda items**: Tuesday, May 19, 2020 7:00 p.m.

1. Update on unimproved lot charges

2. Laurel Curve safety improvement project

3. Plan for Lake Canyon shed update

4. Hardship policy, including leak adjustments

5. Capital Improvement plan & rate study

6. Earthquake and fire emergency evacuation plan

7. Conversations with San Jose water on hookup next steps

8. Updates on Comcast

**Adjourn**

Rebecca ends the meeting at 9:11pm