

Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday February 17, 2021 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.

Join Zoom Meeting:

<https://us02web.zoom.us/j/81872627951?pwd=YWNsc041ZU8zeE1RaThtR2Z5TTIiUT09>

To dial in from your phone, for audio only: +1-669-900-9128 (from California)

Meeting ID: 818 7262 7951

Password: 933637

(If calling from outside CA., find your local number: <https://us02web.zoom.us/u/kb9mUCZso7>)

Susan calls the meeting to order at 7:08 p.m.

Roll Call: Jim DiZoglio, Mindi Porebski, Ru Rajapakse, Susan Ady, Casey Farrand

Also in attendance: Bud Everts, Phil Abel & Barbara Abel

Financial Reports

- New accounts highlighted (breakdown roads and water across materials, repair/labor, and wages)
- Notable costs: Annual water testing is higher than usual. Some of the required 60, 48, etc. month tests all came at once this year, also compressor repairs

Mindi makes a motion to accept the financial reports, Casey seconds

Motion passes 4-0

Reports: Water, Staff, Projects, Maintenance

- Water usage up a small amount, two homes appear to have leaks
- Spring flow up to 2.5 gal/min from 2.4gal/min last month. We need more soaking rain!
- Working with homeowner at 19388 Beardsley to lower the water meter
- Abbott Bobtails is contracted to clean up slough along roads
- Community FYI only (not board initiative) Frontier is wiring high speed internet in the neighborhood, but could be up to 12 months wait

Jim makes a motion to accept the reports, Mindi seconds

Motion passes 4-0

Communications

- Davey Tree Service contacted Susan about tree work on community property. They will take down the trees that are leaning at no cost to the Board.
 - Susan to discuss if it is possible to have them not leave large logs in the hill to create a potential hazard. Also to ask if they can just cut the tree to a safe level.
- Homeowner responded to the Board's questions about proposed drainage work at 19150 Beardsley Rd
- 6 inch pipeline work will have a meeting this Friday at 10a.m. to meet with engineers for a study

Business

- [Bud] Hardship Policy, including leak adjustments: review proposal
 - For Hardship Policy process discussion:
 - Members fill in form and provide details and proposal for payment
 - Board treasurer will review and anonymously communicate to board in the next meeting for approval

- Recommendation to remove the 48 hour after call requirement, to reflect that these will be approved in board meetings
 - Recommendation to provide more guidance to anyone submitting proposed payment plans
 - **Decision:** Bud to come back to the board with an updated Hardship Policy to be reviewed in next meeting
 - For Leak Adjustment process discussion:
 - Form accepts details of leak and repair information
 - Board reviews in next board meeting
 - Previous form had limits of \$500 for leaks except \$100 for toilets and that toilet maximum has been removed due to high leaks from toilets
 - Recommendation that the policy states that we expect homeowners to work expeditiously to resolve leaks in order to qualify for leak adjustments
 - Recommendation to state that adjustments are for half of billed water loss
 - **Decision:** Bud to update Leak adjustment policy with above changes
- [Bud] Welcome Packet and welcome meeting refresh, including ways to stimulate water conservation
 - Bud found we already had one online and updated it with more information. He will send it out over email for board to review
 - Bud usually gets resident email addresses as a part of escrow, and would be able to email this out as a means to share the welcome packet with new community members. We can also follow up with a paper copy when they arrive in person (during non-COVID times)
- [Susan] To review road policies from nearby neighborhoods to inform writing a policy for the survey and road centerline
 - Susan is seeking further guidance before having a discussion on it
 - She has met with two other road associations and neither had a policy like this, and mentioned any such changes would be legally involved, difficult, and expensive
 - Their recommendation was that focus should be on safety of the road
 - Lack of knowledge also makes communication difficult when homeowners come to us with easement / encroachment / road placement issues
 - Property titles likely list the easements
 - Need more clarification on the purpose of the policy - is it safety of the road, firefighter navigability, maintaining what is there vs. preventing future encroachment, etc.
 - Need to understand purpose of easement, right-of-way, and governing authority (e.g. easements for CSD, LCMWC, etc)
 - We are at a difficult crossroads here, as the path forward may be complex and costly
- [Jim] Set date and assign pre-work for two special meetings: Set board priorities for projects, further discussion of how to progress on 6 inch pipeline project
 - Outline for special meetings ---
 - Capital Improvement Plan
 - Water plant operation
 - Refer to prior capital improvement plans
 - Billing and admin
 - Water plant improvements
 - 6" pipeline
 - Beardsley
 - Laurel/Oak
 - Yearly road maintenance
 - Road clearing
 - Fire route clearing
 - Drainage clearing

- Fallen tree removal
 - Road improvements
 - Signage
 - Laurel Corner safety improvements
 - Beardsley mid-canyon first bridge widening
 - Beardsley mid-canyon second bridge rail replacement
 - Policy improvements
 - Develop road encroachment policy
 - Survey
 - Monthly Fee and Worker Pay
 - Increase worker pay
 - Payroll employee
 - Liability insurance
 - Monthly fee increase discussion
 - Possible treasurer equipment stipend
 - Capital Improvement Plan is usually for large infrastructure assets (bridges, pipelines), not repair/replacement
 - Susan hopes we come out of the meeting with an idea of our projects, the approximate costs of each project, and the priority of each project.
 - Jim & Mindi would like the first meeting to just address the projects and their priority, approx. costs and comparison to our budget to come later
 - Bud recommends a five year and beyond plan
 - Bud will share the Capital Improvement Plan
 - Three meetings proposed: one for capital improvement, one for maintenance schedule, and one for typing the projects to finance
 - **First meeting scheduled -**
 - Sunday Feb 28th, 9a - 11a
 - Topic: Capital Improvement Plan
- [Mindi] Review and assign any missed 2020 action items
 - All items reviewed, removed as no longer applicable, and/or assigned to continue work
 - [Mindi] Review Feb. community engagement email
 - Consider future topic for septic impacts from laundry, home cleaning, and kitchen
 - Look for ways to keep the topics positive and fun, as well as educational
 - [Bud] Review mailbox proposal for the top of the canyon
 - Should be printed up and distributed to appropriate homes in the next few days
 - Back of canyon community posting board now gives notice that the board would be removed as part of upgrade

Review Meeting Minutes

Jim makes a motion to approve the meeting minutes. Mindi seconds
Motion Passes 3-0

Confirm next special meeting agenda items: Sunday, Feb. 28th, 2021

- Capital Improvement Plan review
- Future project list and prioritization

Adjourned at 10:00 p.m. to next special board meeting on Sunday, Feb. 28th, 2021
Next monthly meeting on Wednesday, March 17, 2021