

Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday Oct 25, 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: Sam Monga, Mindi Porebski, Aaruna Godthi, Rebecca Cabral

Also in attendance: Bud Everts, Monika Varga, Ru Rajapakse

Rebecca called the meeting to order at 6:18 p.m.

Reports: Communication and Correspondence Reports (5 min.)

- \$304,969.75 in our Wells Fargo account as of today
- 43% capacity at Lake Ranch Reservoir (headwaters for Lyndon Canyon Creek which backs up our spring
- Spring is producing 4.8 gpm, almost exactly what we need to supply 100% of needs, meaning very soon we will need to use creek water to supplement. This is about 3x more water than this time last year, so no water supply issues
- Maintenance portable potty has been surrounded with a beautiful wooden enclosure. Thanks to Rebecca Cabral
- JoDe Smith sent a thank-you letter and card with heartfelt thanks to the previous board, expressing her gratitude for their work. This will be scanned and shared with the board members.
- Outstanding maintenance of retaining wall / gardening wall at Johnson's house
- Communication from Casey Farrand informs us she will be stepping down from her position. This means we have an open position on the board to fill, in case any community member is interested! Per the bylaws the current board shall fill the vacancy.
- Reminder to the community that many leaves are falling and it is a good time to ensure drains and drainage areas are clear for upcoming rains.

Mindi makes a motion to accept the reports

Sam seconds

Motion Passes 3-0

Consent Agenda: Financial, Water, Staff, Projects, and Maintenance reports (10 min.)

- Hotels.com expense was for Bud to attend the September 14th CalTAP (Technical Assistance Program) Fair for state water company grants / funding options
- As some board members experienced difficulty opening some of the financial files, we will defer approval of the September financial reports until next month's meeting

Other Business

- Homeowner at 19130 Laurel asks about other forms of payment besides mailing a check. Bud will have our bookkeeper change billing from snail mail to email to the resident so she can pay electronically.

Business

- [Sam] Update on RFID meters (info on labor and additional quotes for replacing meters)

- Mike called Sam and has already kicked off this work to put together a spreadsheet on the various meters and how much time it would take to work on each one
- They also did some clean-up and maintenance on the meters
- The order has been placed and Bud will pick it up when it is ready
- [Ru, Rebecca] Back-up Generator project
 - Rebecca understands from Ru that we have two quotes for different generator sizes. He felt the larger one would be safer, but it is \$2000 higher. 38KW vs. 48KW
 - Next steps to talk to Glen and ordering time is unknown
 - 38 KW - \$19K
 - 48 KW - \$22K
 - There will be additional costs for propane but the intention was to do that with our own labor so that costs would be low
 - Additional quotes have not yet been obtained due to poor quality of other available options
 - There would likely be other needs not yet considered (e.g. does a pad need to be poured)
 - Board could consider the option to create a sub-committee to move quickly on this given that 2024 is quickly approaching
 - It is not clear what permitting requirements might be
 - Rebecca and Aaruna to form the sub committee
 - Ru visited the end of the meeting and shared additional information:
 - Ru previously visited the site, including with Glen and they had thought about the location of the tank.
 - Glenn's preferred location was just in the front of the building, to the left of the door, where the panel is
 - Ru and Sam measured the doors and they are 36 inch doors meaning the generator could fit through (it is 30 inches wide by about 6 feet long)
 - Ru also thought about the tank, since propane companies often will not rent to water treatment plants as the usage is very low, so we likely have to buy a tank, and there are some options on the used market
 - We have approx 25 days of water during normal consumption and in a power outage usage drops (no hot water, etc) and so we don't get a lot of benefit from this except meeting the state requirement
 - There are carb air requirements for commercial generators also to consider

Mindi makes a motion to approve Rebecca and Aaruna as sub-committee with a \$32K budget and the authority to begin making orders and decisions

Sam seconds

Motion passes 3-0

- [Mindi, Aaruna] website updates
 - Mindi and Aaruna have not yet met to comb through the website, so there have only been minor updates made so far
- [Bud] QuickBooks walkthrough
 - We have access for up to 5 accounts before we need to upgrade our account
 - Bud walks through Standard Reports vs. Custom Reports vs. Mgmt reports (the last is sent to the board monthly)
 - Purpose is to allow for transparency into Bud's reporting

Review Meeting Minutes from this meeting

Aaruna makes a motion to approve the meeting minutes

Sam seconds

Motion 3-0

Adjourned meeting at 8:07 p.m.

Next meeting: Wednesday, Nov. 15th 7:00 p.m. via Zoom