

Minutes: Lake Canyon Mutual Water Company Board Meeting

Tuesday, September 15, 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.

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

Also in attendance: Wais Achak, Kirk Epperly, Phil Abel and Barbara Abel, Ru Rajapakse, Bud Everts

Rebecca calls meeting to order at 7:08 p.m.

Financial Reports:

Review this month and the previous month

- Question from last month - the \$2,000 in the Wells Fargo savings account is just a 'holder'
- Total income drop 2019 to 2020: likely related to number billing weeks (3 weeks vs. 5 weeks)
- Annual fees are lower because of fee timing from SJ Water; annual \$7,200 payment
- Water rate from SJ Water Company for raw creek water is non-negotiable; goes through PUC

Mindi motions to approve both months' financials

Susan seconds

Financials pass 3-0

Reports

Finance

- Working with Casey and Sherri Wood, bookkeeper, on new ACH monthly billing payment method so that others could take advantage of multiple options for ways to pay their monthly bill
- Only one response to certified letters to owners of four previously unbilled unimproved lots

Water

- 3.5 gallons/minute spring flow, increasing creek water to supplement spring flow lowering due to season

Maintenance

- Cleaned around the 70k gal redwood tank, sprayed citric acid, removed some Scotch Broom around the plant and blew leaves.
- Repaired leak at 19160 Beardsley
- Waiting to hear about moving water hookup for 19388 Beardsley
- Level transducer on steel tank damaged due to lightning strike, have a recommended machinist to repair coming Thursday
- JR Tree service to get a bid to have trees removed/trimmed to gain more defensible space around treatment plant and water tanks. Working on getting a second bid
- Will exercise valves
- Removed trees blocking at 19451 Beardsley by Blair Glenn, other services (West Coast, Davies) no-showed
- Tom has tightened some bridge bolts and will have additional done on Thursday
- Johnson railroad ties - Bud to follow-up with Tom as this had previously been assigned to Kent
- Hole along road at 19388 Beardsley - need to ensure drainage works properly. Bud to have a conversation with homeowner. Current situation would likely cause water to flow into adjacent properties or underneath the road

- Discussion about informing community of need to conserve water, possible use of signs, etc.
 - Kirk expressed a sentiment to ensure we are not raising alarm, but only informing

Communication and Correspondence

- Emailed to residents for interest in running for the LCMWC board, only one response
- Emailed / dropped off Candidate Statements and Ballots on Saturday, Sept. 12th
- Charles Mosher shared suggestion to board regarding rate increase
- Phil Abel provided feedback on shed repair and location
- Bud will send "Notice of Termination" to one resident who is behind on payments
- LCMWC meeting minutes typically to be reviewed and approved in-meeting, last meeting was ended abruptly due to CZU fire text and so that was not accomplished. Will be reviewed in this meeting.

Staff

- Rebecca signed up for "Northern California Earthquake Resilience Webinars" on Oct. 1st and 8th
- Bud emailed webinar info and Google Calendar invitation to board members during this meeting

Business

1. September Annual meeting: finalize time, voting process, and other logistics
 - a. Sept 26, Saturday @ 5pm
 - b. Annual financial review, what was accomplished in the last year, what is on the radar/priorities for the board going into the next year
 - c. Financials: Bud puts together and presents
 - d. What was accomplished: Mindi puts together and presents
 - e. What is on the radar: Jim & Kirk can put together a presentation on Laurel water pipe plans, Casey to provide Comcast update, Jim to discuss emergency exits, Mindi to provide reminder about providing cell phone for emergencies
 - f. Presentation done at the annual meeting: Firewise, Wildlife presentation to request from two residents, water conservation to be owned by Susan and Bud, Rebecca to raise awareness of knowing where to shut off water/propane and have a neighbor who knows as well
 - g. Board to meet Tuesday, Sept 22nd at 7:00 p.m. for dry run. Google Calendar invitation sent to board members. Will add community members.
2. Laurel Curve safety improvement project: findings from Sept 10th community discussion and next steps
 - a. Mindi recaps findings from community meeting
 - i. Discussion of current sign alone not working, still seeing trucks misbehaving
 - ii. Additional signage - e.g. warning trucks going uphill
 1. Recommendation to discuss with fire department to ensure it won't prohibit fire trucks
 2. Interest in 'enter at your own risk' or 'drive at your own risk' or 'large trucks not recommended' upon entering Laurel
 3. Suggestion to educate residents on requesting small trucks for deliveries
 - b. Rebecca shares idea about road ballards - Charles Mosher mentioned willingness to add these
 - c. Mindi mentions residents willing to work within easement on engineered plan
 - d. Idea to add truck speed limit 5mph
 - e. Rebecca had also looked into custom signs (take turn wide to the right)
 - f. Next step: Mindi to contact Marc Ritson for 'informal' consulting options. Cost not to exceed approx \$400-\$500
 - g. Next step: Mindi to bring back a proposal with specific sign recommendations and costs for next month
3. Fallen tree that blocked Beardsley: recap of event, learnings, and clean-up next steps
 - a. Bud provided recap of event earlier as part of his report
 - b. Learning regarding inaccessibility of text for emergencies - Bud was texting residents from his personal account
 - i. Option: Purchase LCMWC cell phone to allow us the ability to text out through Google Voice
 - ii. Option: survey all residents to get their cell phone numbers and carriers

1. Bud and Rebecca to contact folks to get this information
 - c. Cleanup: Juan Reyes (JR Tree Service) to chip up remaining branches when doing work in the future at tanks and treatment plant
 - d. Cost to remove tree was \$810
4. Earthquake and fire emergency evacuation plan: propane shutoff, Oak Ct. emergency exit next steps
 - a. Raise awareness of shutting off propane and water in emergency and ensure neighbors know how, too (to be raised in meeting)
 - b. Oak Ct. bolt cutters
 - i. Kirk to discuss with Debbie
 - ii. Kirk may be able to do some upcoming maintenance on Deborah's property
 1. If not, we will check with Dennis & Quinto
 - c. Kirk requests to clean up loose dirt on Laurel no charge
 - i. Board agrees
 - d. Board to hire Dennis Abbot to clean up loose dirt accumulating along our community roads
 - i. Laurel has a lot, area past Morita home, outside Susan's home, along narrow part heading up to Manzanita, etc.

Review Meeting Minutes

Jim motions to approve the minutes from this meeting, Susan seconds
Motion passes 3-0

Review meeting minutes from last meeting: August 18th
Susan motions to approve the minutes from last meeting, Jim seconds
Motion passes 3-0

Confirm next meeting agenda items:

Tuesday, September 22, 2020 7:00 p.m. Annual Mtg. dry run

1. Dry Run Annual meeting content
2. Proposal on mechanism of a lease, amount of the lease, as well as new shed, possible shed placement, and costs involved

Saturday, September 26, 2020 5:00 p.m. Annual Members Meeting

1. See Business Item #1 above for proposed agenda

Wed., October 21, 2020 7:00 p.m. Monthly Meeting

1. Proposal on mechanism of a lease, amount of the lease, as well as new shed, possible shed placement, and costs involved
2. Conversations with San Jose Water Company on hookup next steps
3. Discuss getting estimate for community-wide survey of road
4. Hardship policy, including leak adjustments: review proposal
5. Ways to stimulate water conservation
6. Monthly rate and per gallon charge rate study
7. Review labor rates and review bylaws
8. Hardship policy, including leak adjustments: review proposal

Adjourn at 9:59pm