**Lake Canyon Mutual Water Company**

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**BOARD MEETING MINUTES: March 9, 2016**

PUBLIC FORUM Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the agenda or pending before the Board.

**Call to Order:**

Meeting called to order at 7:00PM by Rebecca Cabral, President.

**Roll Call:**

Bud Everts, Treasurer; Rebecca Cabral, President; Kirk Epperly, Board Member; Aaron Behman, Secretary and Vice President.

Also present Barbara and Phil Abel and Richard Pettyplace.

**Approval of Previous Minutes:**

Bud Everts made a motion to approve the February month’s minutes as updated. Kirk Epperly seconded the motion. The motion passed unanimously.

**Financial Reports:**

Reports include: Management Report; Bank Statement (Wells Fargo); Reconciliation Report; and

Accounts Receivable Aging Summary.

LCMWC is managing the six active delinquencies, all delinquent accounts are either on a repayment plan or will cure delinquencies in the near term.

Aaron Behman made a motion to approve the financial reports. Kirk Epperly seconded the motion. The motion passed unanimously.

**Water Report:**

Supply and consumption levels are in line. Visit <http://www.lakecanyon.com> for more details.

**Project & Maintenance Reports:**

Phil trained Tom Newhall on how to replace the seal for a gemu valve. Tom blew debris off the 70K tank, blew off debris around the filtration plant. Learned there is no leak in the 50K tank. 70K tank liner was warranty repaired. Tank will be refilled later this week. For preventative maintenance Barbara has requested that Kirk and others on the board get trained on how to reset the filtration plant’s computer (PLC).

**Communication & Correspondence:**

A member sent an email requesting a bill itemization, i.e. how many gallons they were over the allotment. Also, directed the member to lakecanyon.com for more details.

Rebecca received a letter from the State water board regarding copper and lead testing and will forward the letter to Barbara.

**Staff Reports:** No reports

**Business:**

1. Water Line Replacement - Engineering Study (6" Line): Continue to make progress with the 30% design and the State is beginning to review plans of the design.

2. Second Unit Policy (community voting at May 22nd annual members meeting). There was a long discussion on the second unit policy and the board has not come to a resolution to this policy.

3. Laurel drive update: No updates this month.

4. Leak waiver: Board considering a policy to not charge as much to members who have an accidental leak when they have historically been consuming water at a lower rate. Board considering adopting a policy that is well documented by San Jose Water Company.

5. 19471 Madrone Ct.: discussion of third assessment paid many years ago but never used.

Behman requested transfer of third hookup to adjacent property owned (19465 Madrone Ct).

6. Water meter repayment program – not discussed

7. Repayment of CSD Grant – not discussed

8. May 22nd Annual Meeting: communication, proxies, agenda, budget, dues, 2nd unit policy.

9. Late Policy: Amount, enforcement

Executive Session:

Kirk Epperly made a motion to raise Barbara Abel’s salary to $1,500/month from $1,200/month which has been her salary for many years. Aaron Behman seconded the motion. The motion passed unanimously. The board would like to thank Barbara for her continued support of LCMWC.

**Possible future topics:**

1. Volunteers: Finance, Grants, Communication; 2. Community park; 3. 2nd spring

Assign next meeting’s agenda items.

**Next Meeting & Adjournment:**

Aaron Behman made a motion to adjourn the meeting and reconvene on April 13, 2016 at 7:00PM at the Lake Canyon Mutual Water Company Filtration Plant. Bud Everts seconded the motion. The motion passed unanimously. The meeting adjourned.