

Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday October 20, 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.

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

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

Also in Attendance: Bud Everts, Kirk Epperly, John Lipka, Terry Truong, Charles Mosher, Aaruna Godthi, Tom Newhall, Jenn Tran

Consent Agenda: Financial, Water, Staff, Projects, and Maintenance reports (2 min)

Jim makes a motion to approve the consent agenda

Casey Seconds

Motion passes 4-0

Reports: Reports: Communication, and Correspondence Reports (10 min)

Link to Bud's full report [here](#).

- Water: Spring rate went down from 1.8gpm to 1.7gpm (-6%). Line was flushed and the water rate fluctuated.
- Creek: SJ Water still working to get a medium sized line installed. Will not be complete by the end of October as previously projected. SJ Water is still intermittently (every 4-5 days) letting it run and then shutting off. Pond is maintaining
- Lake Ranch levels: Usable volume of water down to 10.9 million gallons, down 7.6% decrease (Sept 24 - Oct 15)
- Water demand: Gallons per household down to 91.2 gallons/household/day average (down 9% MoM)
- Road maintenance: Road reflectors added/replaced as needed. Will add a line to the curve at the 19400 Beardsley bridge to assist. Successfully tested new locking style bolts for the bridges.
- Communication: LCMWC has obtained a cell phone for LCMWC use. Bud is researching low cost plans. Rebecca reached out to ask about the shed painting project. Rebecca has offered to paint the shed.
- Training: Sam has completed his training

Mindi makes a motion to accept the reports

Ru Seconds

Motion passes 4-0

Business

- [All] Election of officer positions (President, VP, Secretary, Treasurer)
 - President: Ru Rajapakse
 - Vice President: Casey Farrand
 - Secretary: Mindi Porebski
 - Bud Everts will continue to perform the functions of Treasurer

Jim makes a motion to approve all positions as listed above

Sam seconds

Motion passes 4-0

- Discussion of Transfer Fee, Christy box, Connection Fees: 19388 Beardsley (20 min)

- Homeowner notes that the board discussed this last meeting but some existing questions had yet to be answered. The homeowner sent his version of events on the box movement.
- Homeowner believes that the first hookup was an incomplete installation, and that everyone involved understood that. The homeowner believed it was only to have water for construction, and the understanding was that the 6 inch hookup would be required.
- Tom believes a Christy box was installed along with ¾ inch connection the first time
- Homeowner requested box move to road grade, then 6 inch line construction took place in 2018
- Homeowner states that the box was later moved into the road; and another time the tractor guy crushed the Christy box
- Final move shared by the homeowner was the installation of the county approved Christy box
- Bud noted that the original Christy box was correct as the original installation was for a box on the side of the road (the dirt, then behind the retaining wall). No intention to charge the homeowner for the installation hookup to the six inch line. Tom has notes going back to 2017 on the work.
- Homeowner points out his difficulties with the pin removal in the road and the time and work.
- Bud points out that easements and setbacks are the responsibility of the homeowner and the Morita survey has been agreed to by homeowner to be used in this construction.
- Bud aggregated only the costs associated with the movement of the box in 2021. The cost would be \$1510.99
- Mindi confirms that the board would absorb the cost of the destroyed box.
- Mindi mentions that transfer fees are incurred whenever a property is sold in our community. These are charges associated with preparing and distributing documents, updating names in our records, changing billing, and other administrative costs.

Mindi makes a motion to approve the \$1510.99 costs for the T&M associated with the water box moves, alongside the credit of \$360.70 for purchasing the traffic rated christy box and lid, and will uphold the regular \$500 transfer fee

Jim seconds the motion

Motion passes 4-0

- [Susan - may need reassignment] Capital Improvement Plan: Review draft timeline and costs (15 min)
 - We had come up with a list of projects, but it needed to be scheduled out and everything consolidated into one easy-to-use schedule
 - Recommendation to review in the next 1-2 meetings in order to familiarize new members
 - Could become even more valuable if we incorporate maintenance needed
 - Several board members agree there is no issue with a community member helping with this
- [Susan - reassignment to Mindi] Capital Improvement Plan: To schedule regular cadence for re-review (5 min)
 - Mindi to ensure this is up on the board's agenda every three months
- [All] Water supply, demand, conservation and community communication (10 min)
 - Good news in the short term, concerns in the long term (La Niña year)
 - Medium size line from Lake Ranch will be very helpful
 - Bud and Mindi to collaborate on a draft email to the community sharing that we have greatly reduced our usage and yet still seeing drops in spring and reservoir, we will need folks to keep doing what they are doing
- [All] Potential changes to water rates / tier levels (10 min)
 - Last meeting we lowered the billing tier to 90 gallons.
 - Bud suggests no change
 - Board agrees to no change at this time
- [Bud] Revise bylaws to allow electronic communication of water rate changes, instead of mail.
 - Current bylaws state that we need to notify residents 10 days in advance, which means that Bud has to get a printed letter within 1 day of the board meetings

- Vast majority of community members are using email for billing
- Possible to change timing as well; e.g. reduce the 10 days
- Bud to input information into the billing notice for next month notifying residents that we are interested in moving to paperless notice and to email LCMWC to opt out
- Bud also to send notice to the community
- [Follow-up from Annual Meeting] Street and Residential Signage
 - Community member Charles Mosher recommended that house signs in the community be updated to meet fire code, as our current home number signs do not meet the needs in an emergency
 - Recommend to move further discussion of this item to a future agenda
- [Follow-up from Annual Meeting] Leak Policy
 - Community member Charles Mosher recommended that every household ensure they are 'ready' for leaks including knowing where the meter is and how to turn it off, doing leak testing, checking meter regularly, etc. And only if they are doing this regular checklist would they be eligible for leak adjustments.
 - Recommend to move further discussion of this item to a future agenda
- [Follow-up from Annual Meeting] Road Sealing
 - Bud has already done some research with Corey & Sons about this item
 - Recommend to move further discussion of this item to a future agenda

Review Meeting Minutes from this meeting

Jim makes a motion to accept the minutes

Ru seconds it

Motion passes 3-0

Adjourn

Meeting adjourned at 9:24 p.m.

Next meeting on Wednesday, November 17th, 2021 7:00 p.m. via Zoom