

Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday January 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.

Join Zoom Meeting:

<https://us02web.zoom.us/j/81872627951?pwd=YWNsc041ZU8zeE1RaThtR2Z5TTlIU09>

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, Kirk Epperly, Rebecca Cabral, Wais Achak, Terry Truong

Financial Reports

- Note that vendor expenses are less specific in the new Gusto reporting than it used to be in Paychex
- Canyon laborers - could they have different labor codes?
- All invoices and payroll are reviewed and approved by our board president, to provide oversight to our expenses.
- Mindi expects to see overall costs and get a breakdown only if required. If this is easy to set up with no added effort every month, then it is OK to implement. But today most vendors don't have individual names, which may also be a privacy concern since this is public on the web.
- Phil wonders if there is a legal precedent for getting more information.
- Susan is comfortable with the way it is right now and feels we have the documentation to dig into questions.
- Jim is comfortable with the current report but would like to see a project breakdown more so than by laborer

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

Motion passes 3-0

Reports: Water, Staff, Projects, Maintenance

- Bud's report linked [here](#)
- Bud to check into how some households seem to have auto-pay on because the payments are almost immediate.
- Spring flow continues to go down; well below normal rainfall and flow for this time of year
- Reached out to Dennis to clean road slough. He mentioned reluctance to take slough off in case it creates more problems
 - Jim recommends could be yearly maintenance
 - We have homeowner approval from those owners above the slough at 19400 Beardsley and near mailboxes (is community property) so we will start with directing Dennis on those, with homeowner assurances. Not to take too much to destabilize hill, just to clear road and drainage along roadside.
- Plant outage on Dec. 30, 2020; pressure sensors replaced.
- Reminder to please clean up after your dogs!

Mindi makes a motion to accepting the reports, Jim seconds
Motion passes 4-0

Business

- Review and approve [Dec 16th minutes](#)
 - At the Dec meeting, there was not quorum by the end of the meeting to approve

Casey makes a motion to accept the minutes from the Dec 16 meeting, Ru seconds
Motion passes 4-0

- Proposed work at 19150 Beardsley Rd
 - Homeowners reached out to Jim to discuss plans
 - Board reviewed image
 - Homeowner confirmed there will be no change to the current asphalt or driveable space, no curbs or obstructions.
 - Drain will help homeowner, as currently the water is going into his garage and won't drain
 - Caution if workers might chip away at current asphalt
 - Note that transition from asphalt to concrete can be a problem. They may need to be asked to saw-cut the payment.
 - Mindi to respond to email and ask for clarity on the drain in between the road and concrete, ensure commitment that no asphalt is dug into, and no usable roadway lost to cubs or other obstructions
- Community member addresses board with a [proposal](#) to have LCMWC contribute to a new mailbox in the updated mailbox plan for the top of the canyon.
 - Considerations for security/safety, lost mail, for future use if the water plant becomes a personal property, concern box, etc.
 - Will be agendicized for LCCSD meeting for next month
 - Bud has flexibility for small costs without board oversight as we cannot vote on this tonight, and board does see value in mailbox for that property for other uses beyond replacing PO box
- [Jim] Review survey bids for road centerline
 - Jim forwarded response from Brody (surveyor) where questions were answered
 - Pins were not included in original estimate, which would double the estimate to \$26k
 - Agreed those should be set at angle changes and at a standard distance (e.g. 100 ft) not at property lines
 - Next step would be to get legal guidance from a policy perspective, encroachment topics, etc.
 - Before action would be taken, all Lake Canyon projects need to be prioritized
 - Has not yet reached out to the County
 - Jim to be reaching out to other surveyors with the same request
 - Need to consider if we have funds for this and if this is a priority project given pipeline project, tank work, etc.
 - We do not currently have a clear written priority plan for major work, clear capital plan, etc.
 - We did not ask for community input on major projects
 - Pipeline project is assigned to Kirk and Ru to get in touch with Fall Creek Engineering and other engineering firms
 - Top priorities identified at annual meeting were Phase 3 pipeline, fire protection, and SJ Water, then additional priorities centerline road surveying and road safety, including bridges
- [Mindi] Laurel Curve project update
 - Review [solutions document](#) from Dec. 20th meeting
 - Homeowner at 19151 Laurel is open to all solutions presented and has some feedback regarding speed signs, bollards which require breakaway for fire dept. And consider what vehicles the road allows, not how to get bigger vehicles to be accommodated
 - Homeowner at 19141 Laurel believes his cans to be within his property and outside of the easement

- Next step is to pass these ideas by the three nearby homeowners, to remove any they are unwilling or uncomfortable with.
- [Bud] Hardship policy, including leak adjustments: review proposal
 - Bud to send to board to review and to revisit at next meeting
- [Bud] Welcome packet and welcome meeting refresh, including ways to stimulate water conservation
 - Moved to next meeting
- [Susan, Bud] Monthly rate and per gallon charge rate study
 - Fall Creek Engineering study will help estimate cost for the pipeline project, which will inform costs. In addition, contact additional engineering companies on the list for competitive bids
- [Susan] To review road policies from nearby neighborhoods to inform writing a policy for the survey and road centerline
 - To be deferred, no action on this project
- [Mindi] Review and assign any missed 2020 action items, and recommend 2021 calendar additions including maintenance and community education
 - Action item review moved to email
 - Bud to look into sharing the calendar
 - Community education: emails to aim in 4th week of each month. First topic to be checking for water leaks. Future topics to include road, water, and CSD topics.
- [Susan] Thank Rebecca Cabral for Holiday Lights celebration
 - Susan to draft and send to board before posting on Facebook and Nextdoor

Review Meeting Minutes

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

Confirm next regular meeting agenda items: Wednesday, Feb 17th, 2021

- [Bud] Hardship Policy, including leak adjustments: review proposal
- [Bud] Welcome Packet and welcome meeting refresh, including ways to stimulate water conservation
- [Susan] To review road policies from nearby neighborhoods to inform writing a policy for the survey and road centerline
- [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
- [Mindi] Review and assign any missed 2020 action items
- [Mindi] Review Feb. community engagement email
- [Bud] Review mailbox proposal for the top of the canyon

Adjourned at 10:20 p.m. to next meeting on Wednesday, Feb. 17, 2021