

Lake Canyon Community Service District

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BOARD MEETING MINUTES: June 11, 2018 TO BE REVIEWED AND APPROVED AT JULY 2018 MTG.

Kirk called the meeting to order at 7:01 PM at the Filtration Plant.

Attending Board members: Kirk Epperly, Phil Abel, Bryan Cameron, and Bud Everts.

Also present: Kenji Morita, Dave Neves, Susan Ady, Richard Pettyplace, Aaron Behman, Damian Cieslicki, Rebecca Cabral (by phone) and Stacey Johnson (GM).

Communication and correspondence:

1. The GM reached out to Dan Siegel to get a status on the work he committed to by the June meeting.
2. The GM reached out to Questa to get a status on the recommendation report for the leach field.

Approve of last meeting minutes:

1. After review of the previous months minutes *Phil moved to approve the May minutes with corrections. Bryan seconded. Motion approved unanimously.* Bud pointed out that the word product should be replaced with produce in the Billing Model section 2a.

Approve of last month's financials:

1. After review of the financial report package for May 2018 *Bud moved to approve the Financials. Phil seconded. Motion approved unanimously.*

Operations Report:

1. Main Tank generator enclosure – The GM followed up with Tom to determine when he will be completing the remaining job items with no response. Phil indicated that a ballast pipe should be added to the area next to the enclosure to prevent auto damage to the structure.
2. Parcel control panel generator switches – David Bertsch (electrician) continues working on the control panel switches. A search for a second electrician is underway.
3. Leach field tank evaluation by Questa - Questa indicated that they should have the report completed and sent out by June 15th.
4. Dan Siegel did not respond make his June 11 deadline and did not respond to our inquiries for status.
5. Non-biodegradable substances in the septic tanks - *Bryan made the motion that the community be notified by multiple forms of communication the Do's and Don'ts of septic system use. Thirty days after any non-allowable material is found the owner shall be invoiced the cost of remediation. Phil seconded. Motion approved unanimously.* Please see the "Note to the Community" on page 2.

Billing Model Discussion:

1. Aaron indicated that he was representing a group of home owners about the board's billing change. He asked what the business reason was. He asked that the community be involved in any consideration the board will make. The board clarified that the board is not changing the billing model or the current billing policy. The board is simply responding to community concern and input that the service fee should be applied fairly across the entire community by assuring the current ordinance policy that has been in place for several decades is fully in force for all parcels that apply. As decided in previous meetings the board is attempting to first clarify the "Second Building hooked up to the wastewater system" as currently defined in our ordinance is clarified and applied. Secondly, the board will clarify and validate the multifamily use case service fee and that it is applied fairly throughout the community. Thirdly, the board will research implementing a new billing model which may take some time, effort, and financial support to comply with Proposition 218. Aaron suggested that the board should be evaluating the finances and taking that into consideration as part of our policy change. Aaron suggested that the board should not rush into a billing model change and that a subcommittee should be formed to work on this. The board responded that their current actions have nothing to do with our financial position. The current actions are 100% related to the community's concern that the service fee should be applied fairly. Once the board starts working on the evaluation of an alternate billing model financial evaluation will certainly be a part of that process. The board has commissioned a separate company to produce a reserve study for the CSD which will be used in this evaluation.

Kenji also mentioned that the Mutual should work in conjunction with the CSD on this effort to work through issues such as reconciling the \$100k the Water Company owes the CSD for the filtration plant construction. Susan asked what the original intent of the second building service fee was. Bud responded that the Ordinance was based on Questa Engineering's experience and the billing models that other communities had in place.

2. The board discussed the process that will need to be followed in order to create the taxroll list for posting. Some parcels have multiple buildings connected to the wastewater system and, as defined in Ordinance 97-1, are charged a service fee for each building and some parcels may not be charged since buildings may have been added or modified in the last 25 years. To address this community concern the board will send a communication to each community member that has a second build on their property to self-report whether their second building is attached to the wastewater system or not. In addition, the board and the community members present at this meeting discussed sending a second notice out to the rest of the community asking the following: "The attached notice went out to the parcels that were visually identified as having secondary buildings on their parcels which are affected by Ordinance 97-1 section 8.04. We are including notifications to everyone in the canyon because if you have a non-visual second structure and were not included in this mailing we would like you to self-report that fact."

Adjournment:

Bryan moved to adjourn the meeting to July 9, 2018 at the Filtration Plant (19605 Manzanita Drive). Phil seconded the motion. Motion Approved Unanimously. Meeting adjourned at 9:01 P.M.

Note to the community: Typical indoor water use is about 50 gallons per day for each person in the family. Water-saving devices such as low-flow shower heads, faucet aerators, toilet dams or low-flow toilets can greatly reduce water flow into our septic system. Strategies such as taking short showers, spreading out laundry loads over the week and never allowing rain water from downspouts to enter the septic system will also help.

Some Septic tank guidelines are as follows:

- Do not pour grease or cooking oils down the sink drain because they solidify and clog the tank filter.
- Don't allow paints, motor oil, pesticides, fertilizers or disinfectants to get into your septic system. These chemicals can kill the microorganisms which decompose wastes and can damage the soil in the drain field.
- Do not use caustic drain openers for a clogged drain. Instead use boiling water or a drain snake to free up clogs. Clean your toilet, sinks, shower and tubs with a mild detergent or baking soda rather than the stronger and potentially system-damaging commercial bathroom cleansers.
- If a water softener is used in the home, the salt recharge solution should not be allowed to enter the system.
- Do not flush non-biodegradable materials such as plastics, disposable diapers, sanitary napkins and applicators, or condoms—they rapidly fill up the tank and will clog the system. This would include cleaning sheets such as Swiffer applicator pads or dryer sheets.
- Do not use a kitchen garbage disposal—it increases the amount of solids in the tank, making them slower to decompose.
- Clean the lint filter on your washing machine preferably before every load.
- Fix all leaking fixtures within your home. A leaking faucet or toilet can add hundreds of gallons of additional water per day into our system.
- Install low flush toilets in all bathrooms of your home.