

Agenda: Board Meeting

Lake Canyon Community Services District

Wednesday, September 22, 2021 (rescheduled from Sept. 8) 7:00 p.m. via Zoom

lakecanyoncsd@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/82287624919>

To dial in from your phone, for audio only: +1-669-900-9128 (from California)

(If calling from outside CA., find your local number: <https://us02web.zoom.us/u/kb9mUCZso7>)

Meeting ID: 822 8762 4919

Approval of the Consent Calendar

Expenses by Vendor, Invoices, Profit & Loss, Balance Sheet, BofA Bank Statement, Bank Reconciliation.

Communications and Correspondence

None

Operations Report

1. Main tank pump
2. Repairs: 19032 Oak Court (Weiss) and 19515 Beardsley (Bolinger)

New / Old Business

1. Access to septic tanks for annual inspections, emergencies
 - a. Possible changes to existing issues (decks, pavers, others)
 - b. Communication to owners
2. Replacement of board member Terry Truong (resigned effective July 31, 2021)
 - a. How to notify Santa Clara County (Stacey has info)
 - b. Possible new board members: Don Kirk, Ben Oberg? Open to residents of Santa Clara County - Kirk and Bud have spoken to Don Kirk, who is considering the position
3. 2021 Tax Roll:
 - a. Submitted by August 2, 2021 deadline to DTA (our Administrator): Monday, August 2, 2021
 - b. Changed number of units at 19521 Manzanita Drive from two to four
 - i. Communication to owner: needed? How?
4. Electrical repairs at 19450 / 19471 Madrone Ct. pumps
 - a. Possible alternative long-term fix for draining sewage to main line, and eliminate pumping
 - b. Determination if owners will be billed for labor and materials
5. GM position: Nick Amaral was suggested by Stacey. Nick is Director of Facilities at Byington Winery and does work on the side for Al and JoDe Smith. <https://www.linkedin.com/in/nicholas-amaral-02ba02104/>
 - a. Qualified? Resume?
 - b. Next steps? Pay? Job Description?
6. Gusto: Doug Thompson has hours for several months that he needs to submit for payroll. Also needed in order to bill owners for repairs
7. Pump counts: to Questa for reporting to State. Frequency? Who reads? Recurring day / date?
8. Electrician: Fernando Dinis, Mission Valley Electric
 - a. Orenco panel installation: completed
INV #2021-7236.
 - 1- Label wires and disconnect existing waist control panel.
 - 2- Install frame to accommodate new control panel.
 - 3- Route conduits from existing splice box to new control panel.
 - 4- Connect all floats and pumps to new control panel.

	Electrical 1	\$3,200.00
5- New panel required a 50 amp 2 pole circuit breaker. Disconnected all pumps from main electrical panel. Installed 50 amp rated wires from main panel to pump control panel.		
	Electrical 1	\$ 412.55
	TOTAL	\$3,612.55
	PAID	\$3,292.55
b. Bid for additional work: Control Panel Lighting		\$1,400.00
c. How to resolve differences with payment, work completed		
9. PG&E: Public Safety Power Shutoffs (PSPS)		
a. Inventory of home that need to be pumped		
b. Kirk and Doug consistent pump electrical connections and cords at each home		
c. Need electrician to work on main board wiring at shed for generator		
d. James: discuss paying board members for pump operations during power shutoffs		
i. Paid or unpaid? If paid, hourly rate?		
10. Generator status		
11. Billing for work at new home: 19388 Beardsley. Home is currently on market.		
12. Prop 218 Quotes		
13. Open Positions: Comptroller, Secretary and Operations Manager		

Board Member Reports

Meeting Minutes approval: today's meeting

Today's meeting minutes.

Adjournment until next monthly meeting (2nd Wednesday of each month)

Should monthly meeting day and start time be changed to accommodate board members' schedules?

Wed., October 13th, 7:00 p.m. via Zoom