**Lake Canyon Mutual Water Company**

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**BOARD MEETING MINUTES: September 9, 2015**

**Call to Order:**

Meeting called to order at 7:02PM by Rebecca Cabral.

**Roll Call:**

Bud Everts, Rebecca Cabral, Kirk Epperly, Aaron Behman and Marco Casillas present.

Barbara Abel also present

**Approval of Previous Minutes:**

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

Aaron Behman made a motion to approve the minutes from the July 15th meeting. Kirk Epperly seconded the motion. The motion passed unanimously.

**Financial Reports:**

1:August was a strong month with 27 members having paid as of September 9th to take advantage of the 5% discount. This compares to 30 members having paid relative to last year at this time of the year indicating the reduction in the discount (from 10% last year to 5% this year) did not have a significant impact on receivables this year.

2: Bud pointed out on the management report (pg 4) that the $818 paid to Estates of America was due to unpaid invoices from the previous year.

3: Page 3 of the Wells Fargo statement, under the withdrawals section, Bud pointed out the recurring payment on the loan and that LCMWC will save $2,000 if it pays back the loan early. This will also result in LCMWC having a debt free balance sheet which will be favorable for upcoming financing on the 6 inch line. Bud will take the action to payoff the loan in September.

4: Kirk Epperly pointed out that LCMWC paid $226.26 to San Jose Water inclusive of the $117 mandatory hook-up fee which indicates we are consuming very little raw water outside of LCMWC sustainable water sources.

5: Bud reviewed the delinquency report. There are two members that are delinquent and the board will address these delinquencies with the members directly.

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

Action: Bud to provide LCMWC board members with login credentials to QuickBooks and Wells Fargo accounts (read only) so that board members can review financials directly.

**Water Report:**

Had a pretty good month in terms of community usage.

Average consumption for the community for the period ending August 28 was 78 gallons per day which is up 7 gallons a day from the period ending 7/24 where average daily consumption was 71 gallons per day. 12 members in the period ending August 28 exceeded the 100 gallon daily allotment.

LCMWC is surpassing state requirements for water reduction (which requires consumption be 25% below 2013 consumption). For the period ending August 28 LCMWC is 43.1% below 2013 consumption.

There was an error in the billing model impacting four members using between 150 and 200 gallons a day. These members were overcharged due to a formula error. The issue has been fixed and new invoices will go out to these affected homeowners.

Kirk Epperly believes we can still operate at 100 gal a day and does not believe we need to further reduce the base allocation. Lake Ranch is more full than last year and has not released any water into Beardsley Creek.

**Project Reports:**

Maintenance:

On September 8, LCMWC had an issue at the filter plant. A 2” union broke on the filter unit at the plant and the issue was remedied within 24 hours. There will be some nominal expenses as a result of this emergency repair.

Road striping and crack filling has been going on as planned without issue.

**Communication & Correspondence:**

No communication and correspondence this month.

**Staff Reports:**

No staff reports at today’s meeting

**Old Business:**

5. Rates: board had a discussion about the proposal that is due by October (topic covered in previous month’s minutes), further analysis needs to be done in order to make a decision by October. Board will decide by October which model it will pursue.

**New Business:**

1. Water line replacement: Fall Creek is ~ $3K more than the competitor. Marco recommends we pursue Fall Creek and have them do a complete walkthrough of the site. Kirk Epperly made a motion to provisionally accept Fall Creek’s engineering bid subject to a detailed site walk. Marco and Kirk to participate in that walk through. Once a decision is made the LCMWC will notify all other vendors. Aaron Behman seconded the motion. The motion passed unanimously.
2. Roads and bridges: No updates
3. New water plant operator: Board will activate its network to see if there are interested parties. If you are aware of someone who might be able to take on the role of water treatment operator please notify a board member. If, by next meeting a candidate is not identified, then LCMWC will cast a wider net in the search.
4. Meter reading photo: Aaron to help find a solution for online storage of these photos.
5. Cross connection policy: Kirk passed around the proposed amendments (attached in these minutes). At the October meeting the board will vote to amend the By-Laws to include this new amendment. Concerned members should plan on attending the October meeting.
6. By-Laws Revisions: Annual Meeting date will be set to May & Sept.
7. Payment & Delinquency Policy: not discussed
8. Second unit policy: not discussed
9. Community surveys: not discussed
10. Community board at Manzanita mail boxes: not discussed
11. Community park possibilities: not discussed
12. Escrow Process: not discussed
13. Oktoberfest: Saturday, September 26; Planning & Communication: Event will begin at 3:00PM. This is a potluck and BYOB event. Contact Rebecca Cabral if you would like to help.

Possible Future Topics

1. Laurel Road

**Next Meeting & Adjournment:**

Aaron Behman made a motion to adjourn the meeting and reconvene on October 14, 2015 at 7:00PM at the Lake Canyon Mutual Water Company Filtration Plant. Bud Everts seconded the motion. The motion passed unanimously. The meeting adjourned.