**Lake Canyon Mutual Water Company**

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**BOARD MEETING MINUTES: April 13, 2016**

PUBLIC FORUM Any member of the public may address and ask questions of the Board relating to any matter within the Board's jurisdiction, provided the matter is not on the agenda or pending before the Board.

**Call to Order:**

Meeting called to order at 7:06PM by Aaron Behman, Vice President (acting as President in Rebecca Cabral’s absence).

**Roll Call:**

Bud Everts, Treasurer; Kirk Epperly, Board Member; Aaron Behman, Secretary and Vice President, and Marco Casillas, Board Member.

Also present Barbara and Phil Abel, Bruce Cunningham and John Lipka.

**Approval of Previous Minutes:**

Pass – pending review of March minutes.

**Financial Reports:**

Reports include: Management Report; Bank Statement (Wells Fargo); Reconciliation Report; and

Accounts Receivable Aging Summary.

LCMWC is managing the four active delinquencies, three of the four delinquent accounts will be served 15 day notices as they are past 60 days due and one member will be asked to put in a written repayment agreement.

Marco Casillas made a motion to approve the financial reports. Kirk Epperly seconded the motion. The motion passed unanimously.

**Water Report:**

Supply and consumption levels are in line. Visit <http://www.lakecanyon.com> for more details.

Kirk Epperly made a motion to raise the daily allotment from 125 gallons/day to 200 gallons/day given the spring is putting out more water. This is a temporary adjustment subject to change as water resources change. This is effective for the current period retroactive to the last meter reading on 3/25/16. Bud Everts seconded the motion. The motion passed unanimously.

**Project & Maintenance Reports:**

One of two motors on the compressor went out, so it was repaired and is now operational.

Marco identified a small leak on the 2” line by the home that was recently demolished. Leak was patched, but a shutdown will be needed to fix the repair. Tom Newhall has been informed of the needed repair.

Float valve in the raw water tank needs to be repaired or replaced.

Marco recommended implementing a yearly maintenance program.

Reminder: The FireSafe Council Chipping Program Application Period is May 1st – 9th. Turn in your chipping application by May 2nd, one week before the end date.

More info available at: <http://www.sccfiresafe.org/santa-clara-county-fire-safe-councils/lexington-hills>

**Communication & Correspondence:**

John Lipka attended the meeting to discuss his upcoming building permit.

**Staff Reports:**

No reports

**Business:**

1. May 22nd Member’s Meeting: communication, proxies, agenda, budget, dues discussion, second unit policy
2. Second Unit Policy information to members before meeting (community voting at May Meeting)
	1. Bud Everts presented a financial analysis detailing the impact the second unit policy has on LCMWC if the policy remains in place or if it is removed.
3. Laurel drive update: Not discussed
4. Leak Waiver: Not discussed
5. Water Line Replacement-Engineering Study (6” Line)
	1. Still under review with the State
6. Water meter repayment program: Not discussed
7. Repayment of CSD Grant: Not discussed
8. Possible change of where water company receives mail: Not discussed
9. Late Policy: Amount, enforcement: Not discussed
10. EPA Power Resiliency Webinar: Not discussed

**Possible Future Topics:** 1. Volunteers: Finance, Grants, Communication, 2nd spring

**Assign next meeting agenda items.**

**Next Meeting & Adjournment:**

Kirk Epperly made a motion to adjourn the meeting and reconvene on Wednesday, May 11, 2016 at 7:00PM at the Lake Canyon Mutual Water Company Filtration Plant. Bud Everts seconded the motion. The motion passed unanimously. The meeting adjourned.