

# Lake Canyon Community Service District

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## **BOARD MEETING MINUTES, March 12, 2018**

Bud called the meeting to order at 7:12 PM at the Filtration Plant.

Attending Board members: Kirk Epperly, Phil Abel, Bud Evert, and Stefaniya Becking.

Also present: Stacey Johnson.

### **Communication and correspondence:**

- 1) Leaving office 700 forms requirements to Stefaniya Becking. Stacey will validate that leaving office forms available.
- 2) Notice from PG&E that the CSD facilities are ***not*** exempt from rotating power outages.

### **Approve of last meeting minutes:**

1. After review of the minutes draft for February 2018 *Bud moved to approve the previous months minutes as amended. Stefaniya seconded. Motion approved with Kirk abstaining.*

### **Approve of last month's financials:**

1. After review of the financial report package for February 2018 *Stefaniya moved to approve the Financials. Bud seconded. Motion approved with Kirk abstaining.* The Board would like the Bank statement added to the financial review package each month.

### **Operations Report:**

1. Main Tank generator enclosure – Phil reported that Tom had indicated that he would be able to continue work on the generator enclosure on 3/12/2018. Bud sent Tom a text inquiring when construction would start and if Tom needs Don Kirk to park his truck over one space during construction.
2. Parcel control panel generator switches – David Bertsch (electrician) completed the rewiring of the previously installed generator cutover switches. Stacey asked for a diagram of the new switch wiring for our records. David will continue with the installation of the control boxes that currently have no switches.
3. Leach field tank evaluation by Questa - Questa is still working on the evaluation and recommendation.

### **Billing Model Discussion:**

1. The board discussed “User Classification” as defined in Ordinance 97-1 and 97-2 and how it should be applied. The Board agreed that CSD counsel should be sought to clarify the User Classification definition and how it is determined. Also the “Multiple building on a single parcel” use case description should be identified within the ordinance and clarified if necessary. Stacey will reach out to Dan Siegel to get a quote on the time required and when this could be accomplished. The board preapproved 5 hours of effort by JSMF. Kirk and Bud will work on this project with Stacey.
2. Reserve study – The reserve study is still in progress but expected to be completed shortly.
3. The Board reviewed the draft response letter to David Neves and made several alterations. The response will be sent out this month.

### **Adjournment:**

*Bud moved to adjourn the meeting to April 9, 2018 at the Filtration Plant (19605 Manzanita Drive). Phil seconded the motion. Motion Approved Unanimously.* Meeting adjourned at 9:40 P.M. April's meeting will focus on preparing for the May Annual meeting only and no regular business will be on the agenda.

### **Note to Community:**

Stefaniya Becking submitted her resignation after the March 12, 2018 meeting. Any parcel owner or non-parcel owner that resides in the community is encouraged to apply.