

Agenda: Board Meeting

Lake Canyon Community Services District

Wednesday, July 28, 2020 7:00 p.m. via Zoom (rescheduled from July 14: No board quorum)

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.

Meeting Minutes from June 9th board meeting

Communications and Correspondence

None

Operations Report

1. Main tank pump
2. Septic Tank pumped at Cantu, 19220 Beardsley on June 25th
3. Electrical repairs at 19450 Beardsley / 19471 Madrone Ct. : July 26th – 28th ongoing

New / Old Business

1. Resignation of board member Terry Truong, effective July 31, 2021
 - a. How to notify Santa Clara County (Stacey has info)
 - b. Possible new board members? Open to residents of Santa Clara County
2. 2021 Tax Roll due in August:
 - a. Changes? Submission deadline to DTA (our Administrator): **Monday, August 2, 2021**
 - b. Addition of units at 19521 Manzanita Drive?
3. Electrical repairs at 19450 / 19471 Madrone Ct. pumps: Responsible party for costs?
 - a. Possible alternative long-term fix for draining sewage to main line, and eliminate pumping
4. 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?
5. Gusto: Doug Thompson is set up. Doug needs to submit his hours.
6. Pump counts: to Questa for reporting to State. Frequency? Who reads? Recurring day / date?
7. Septic Tank inspections and pumping: Muscara inspection completed. Any others needed?

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.

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|--|--------------|------------|
| | 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.

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| | Electrical 1 | <u>\$ 412.55</u> |
| | TOTAL | \$3,612.55 |
| | PAID | \$3,292.55 |
 - b. Bid for additional work: Control Panel Lighting
 - 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 expected to be on market in August.
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)

Wed., August 11th, 7:00 p.m. via Zoom.

Possibly also in person at Treatment Plant: 19605 Manzanita Dr.