

Agenda: Board Meeting

Lake Canyon Community Services District

Wednesday, October 13, 2021, 7:30 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:
3. Pumping needed: 19120 Laurel. Stacey suggested using Aaron's. They are less expensive and have a large truck that can access Laurel. Need to coordinate with Doug Thompson and scheduling pumping.

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. 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
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 has hours for several months that he needs to submit for payroll. Also needed in order to bill owners for repairs. Going forward, Bud will track Doug's hours for timely payroll input.
6. Pump counts: to Questa for reporting to State. Frequency? Who reads? Recurring day / date?
7. 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	<u>\$ 412.55</u>
TOTAL	\$3,612.55
PAID	\$3,292.55

\$1,400.00

- b. Bid for additional work: Control Panel Lighting
- c. How to resolve differences with payment, work completed
- 8. 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
- 9. Generator status
- 10. Billing for work at new home: 19388 Beardsley. May close as early as Oct. 21st.
- 11. Prop 218 Quotes
- 12. 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., November 10th, **7:30 p.m.** (CHANGED FROM 7:00 P.M. BEGINNING OCT. 13) via Zoom