

# Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday April 21, 2021 7:00 p.m.

## Held via Zoom Audio and/or Video Conference

lakecanyonmwc@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.

Susan calls the meeting to order at 7:06 p.m.

**Roll Call:** Jim DiZoglio, Mindi Porebski, Ru Rajapakse, Susan Ady, Casey Farrand

**Also in attendance:** Bud Everts, Wais Achak

### Financial Reports

- High SJ water costs due to drought; spring flow unusually low
  - Also, spring line currently down (downed tree was discovered today to have broken the water pipe from spring) - tree to be removed and repairs to start tomorrow
- SJ Water cost six tenths of a cent per gallon

Mindi makes a motion to accept the financials

Jim seconds

Motion passes 3-0

- [All] Schedule next special meeting to continue work on the Capital Improvement Plan
  - Thursday April 29th 6p - 8p
  - [Action item] Mindi to add extra project and share out latest file
- [Bud] Annual Members Meeting: date and agenda
  - May meeting (typically before Memorial Day):
    - [Action Item] Mindi to bring draft to May regular board meeting and include what comes out of the Capital Improvement Plan special meeting
    - This will not be a traditional meeting, but rather a digital communication update
    - Target Send Date: Saturday, May 22
  - Oktoberfest Annual meeting usually 1 or 2 weekends after Labor Day weekend
    - Tentative dates of Saturday, Sept 11 or Saturday, Sept 18
    - [Action Item] Susan to check with Lakeside for any critical conflicts

### Reports: Water, Staff, Projects, Maintenance

- Link to Bud's report [here](#).

Jim makes a motion to accept the reports

Casey seconds

Motion passes 3-0

### Communication and Correspondence

#### Business

- [Bud] Water Conservation
  - Two counties in California have already declared a water emergency and Santa Clara County is probably not far behind
  - Worst case scenario would be if the reservoir above us and creek run dry, in which case we would need to truck in water to the emergency tank
  - We can consider educational means (emails, flyers, front of canyon signs)

- Board should discuss possibility of needing to increase rates, leverage mandatory conservation, or other means
- Board to continue discussion and consideration of if any rate increase would be necessary and at what level of drought and required conservation
- To add to at least the next two months agendas: we will track water situation going forward as an agenda item
- [Susan] Policy for personal property work within 10 feet of the roadway
  - Written motion by a previous board states that any structure or addition built within 10 feet of the edge of the road asphalt requires written board approval.
  - Possible intention to stop road blockages, safety/visibility issues, etc.
  - Proposal to re-write in a way that sounds more friendly to what we are trying to do to preserve the road passage and safety, as well as access to infrastructure
  - [Action Item] Jim to draft up a community guidance document
- [Susan] Discuss recommendations to restructure board meetings to make them more efficient
  - Idea 1: Create consent agenda for reports
    - All reports due five days (Friday) before the meeting
    - Meeting becomes about review, minimizes discussion
    - [Action Item] Implement consent agenda for financial, water, staff, projects, maintenance, communication and correspondence
  - Idea 2: Timed meetings
    - Propose for each agenda item to have a specific amount of time, or a maximum amount of time
    - [Action Item] Implement maximum duration for each item on agenda
  - Idea 3: Propose specific durations for community comment and maximum times
    - No change at this time
- [Mindi] Review April community engagement email
  - Reviewed, added new tip on headlight use and refined language around laws for right-of-way
- [Susan] Capital Improvement Plan: Review prioritized project list
  - Defer to next meeting

## Review Meeting Minutes

Jim motions to approve the meeting minutes

Ru seconds

Motion in passes 3-0

## Confirm next special meeting agenda items: Thursday, April 29th, 2021

- Review scored projects for Capital Improvement Plan (2 hours)

## Confirm next meeting agenda items: Wednesday, May 19th, 2021

- [Jim] Water conservation and possible restrictions or rate changes
- [Susan] Capital Improvement Plan: Review prioritized project list
- [Mindi] Review May community engagement email
- [Bud] Unimproved lots billing: only one response to certified letters to owners of four previously unbilled unimproved lots
- [Susan] Assign an ad-hoc committee to review labor rates and ensure compliance with related laws
- [Mindi] Review draft community update in lieu of May meeting

Adjourned at 9:22 p.m. to next special meeting on **Thursday, April 29th, 2021, 6:00 - 8:00 p.m. on Zoom**