

# Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday February 28, 2021 9:00 a.m.

Held via Zoom Audio and/or Video Conference

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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:** 9:00 a.m.

Susan calls the meeting to order at 9:10 a.m.

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

**Also in attendance:** Bud Everts, Charlie Mosher, Wais Achak, Robert Butterfield

## Business

- Capital Improvement Plan review
  - Capital Improvement Plan 2016 - 2021
    - This is the 5 year plan created by the board in Oct 2016
    - Costs shown were estimates, has not been updated with actuals
    - Current bookkeeping is done by cost type, not by project
    - Bud to discuss with Sherri if project level reporting is possible
  - [Working Draft: Capital Improvement Plan 2020 - 2025](#)
    - This is a new version of the same template for us to input projects
    - Board added more detailed descriptions for projects on the capital needs tab
    - Ongoing maintenance to be in monthly financials, this plan for major projects and improvements
    - Board has developed draft CIP with list of possible projects, not all have been voted on or board approved
    - Charlie shared that in the past, resistance to fee increases led to large assessments or large loans
    - Board wants clarity of spend before raising rates, but wants to ensure we are collecting enough funds to cover projects - ideally without loans or special assessments
    - Intend to list all projects over \$5000
      - Some maintenance could be significant, e.g. pump replacement, tank cleaning
    - Water treatment plant is in good condition; few upgrades
- Future project list and prioritization
  - Discussed options for prioritization criteria
  - Looked at templates from Town of Los Gatos, Santa Clara County, Santa Clara Valley Water District, and San Diego Water District for examples of criteria used
  - To be completed in a future meeting: rank/weight the prioritization categories, score our projects

## Review Meeting Minutes

Jim makes a motion to approve the meeting minutes. Ru seconds

Motion Passes 3-0

**Confirm next meeting agenda items: Sunday, March 14, 2021 9:00 a.m.**

- Capital Improvement plan: future project prioritization criteria and weights
- Capital Improvement plan: future project prioritization scoring and final list

**Adjourned at 11:12 a.m. to next special board meeting on Sunday, March 14, 2021**

**Next monthly meeting on Wednesday, March 17, 2021**