

# Minutes: Lake Canyon Mutual Water Board Meeting

Wednesday December 16, 2020 7:00 p.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:** 7:00 p.m.

### Join Zoom Meeting:

<https://us02web.zoom.us/j/81872627951?pwd=YWNsc041ZU8zeE1RaThtR2Z5TTlUT09>

To dial in from your phone, for audio only: +1-669-900-9128 (from California)

**Meeting ID: 818 7262 7951**

**Password: 933637**

(If calling from outside CA., find your local number: <https://us02web.zoom.us/u/kb9mUCZso7> )

Susan calls the meeting to order at 7:04 p.m.

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

**Also in attendance:** Bud Everts, Phil and Barbara Abel, Wais Achek, Charles Mosher

### Financial Reports

- PG&E bill has increased year-over-year, due to increased pumping of water from the creek
- Labor costs include Tom Newhall and taxes; some labor costs were rolled up together (e.g. Treasurer)

Mindi makes a motion to approve the financial reports, Jim seconds

Motion passes 3-0

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

Bud's report linked [here](#).

- ACH payment through Quickbooks would cost 1% service fee
  - Bud to confirm if this can be passed to the person paying automatically through Quickbooks
- Some neighbors are anonymously paying others' water bills for December as a goodwill gesture
- Water usage is down from last month but up when comparing to this time last year
- Exercised valves already complete and the large one will be exercised monthly through 2021
- Several drains being monitored by neighbors nearby for blockage due to leaves, etc.
- Slough in several points in the neighborhood, including near mailboxes in upper canyon
  - Previously we had discussed hiring Dennis Abbott to deal with slough, but he was unavailable because his equipment was out of the neighborhood. Bud to contact Dennis.

Jim makes a motion to accept the reports, Ru seconds

Motion passes 3-0

### Communication and Correspondence

#### Business

- Review survey bids for road centerline
  - discuss what is involved in writing a policy for the survey and road centerline
    - Jim reached out to four surveyors but has only heard back from two. One is retiring and recommended another
    - Asking for centerline of road survey, desire to have confidence in our discussions in the community about right-of-way easement and where it is.
    - We also want it to be accurately pinned to facilitate discussion

- Surveyor would do background work and then find monuments and boundary locations.
    - Survey would also map existing road in relation to the easement, and also would mark driveways and any other permanent features in the easement.
    - Bid is \$13,600
    - Note that the soonest time they are available is springtime - April or May - as local surveyors are swamped due to CZU fire
    - Verbally, Jim discussed dropping centerline pins with the surveyor but the pins does not appear on the proposal
    - Jim to come back next meeting with technical questions answered
  - Ru noted that just because we have a survey does not mean we won't be challenged on it unless it all goes through the process that involves a judge
  - Need for a survey because we are unable to ask for our easement to be respected if we don't have any survey to tell us where it is
  - Lots of questions around policies and how neighbors may react to the survey are yet to be answered, but we are fact finding around cost and other logistics
  - Pins could be 3/4" pipe with brass disc and recorded
  - Previous conversations have often been initiated by situations outside of the board's discussion, but sometimes reclamation has been the goal during repaving projects
  - Mindi is not interested in reclamation unless the homeowner wants to work with us on that in order to increase the safety of the community.
  - Susan would like the board to have clear goals before we do community feedback
  - Jim has seen previous board members approaching community members about changing the road, with no tangible knowledge of where the road is. Jim also would like our policy to be guided by our legal counsel
  - Mindi felt this board had no knowledge in the last year when community members made statements about the road placement or their property boundary in relation to the road. She would like to be a board empowered with knowledge but also wants to mitigate the backlash
  - When surveys conflict, there can be arbitration in front of a judge or there can be resolution methods among surveyors
  - Ru has seen in his corner alone that there are three conflicting surveys each 3 feet apart and that was a similar situation when the board was dealing with the surveys around 19388 Beardsley Rd, with surveys 4 and 5 feet apart
  - Charles mentions we may also want the county to check the county monuments
  - The board and long-term community members have never heard of the road easement being signed over to the county
- Laurel Curve project update
  - Marc Ritson will come out for a site visit, \$350 for 1.5 hours, which is within the previously approved budget.
  - Marc has been given all of the previous documentation, photos, etc. to review
    - Charles mentions he has a soils boring report he can share
  - Marc has requested Kevin Cunningham also attend the site visit
    - Unclear if Kevin would do a free site visit or will need to be paid for his time
  - Ru asks for budgetary considerations given we are a small community
- Hardship policy, including leak adjustments: review proposal
  - Reviewed CalWater as a template
  - Bud to modify to Lake Canyon needs and bring it back next month
- Ways to stimulate water conservation
  - Unseen leaks are often toilets and impact water supply and sewage. It is easy to use blue dye tablets to test your toilet.
  - Check your own meter when you are not using water. Help neighbors know how to open the meter box and check
  - Could be done through a Welcome Packet for new neighbors, and also through reminders and continued conversation

- Barbara mentions there are welcome packets in the water treatment plant's file cabinet
      - Bud to check
- Monthly rate and per gallon charge rate study
  - Current rate per gallon meets our needs, no need to change at present, however we should look forward - e.g. determine six-inch pipeline future costs, which requires engaging engineering company
  - Requires a board member or two to be involved in the process: Ru has volunteered
  - Largest replacements - e.g. redwood tanks, which is highly dependent on plan for San Jose water and requirements for tanks
  - Next step for Kirk, Ru, and Bud to research other companies besides Fall Creek Engineering to get competitive bids. Kirk can draw up more about the needs as he has the technical expertise
    - May have some companies on State Water Resources Control Board website, as they are all certified with the state
  - Recommend also to consider small increases regularly as part of the plan
- To discuss what is involved in writing a policy for the survey and road centerline
  - Recommendation that legal counsel be involved to assist in the policy development
  - Recommendation to contact other nearby road associations - Aldercroft, Chemeketa Park, Sunset Ridge, etc. may have policies
    - Susan has contacts in Sunset Ridge and Las Cumbres, she will see what she can find out

**Review Meeting Minutes** - minutes approval not completed due to lack of quorum

**Confirm next regular meeting agenda items: Wednesday, Jan. 20th, 2021**

- Review and approve Dec 16 minutes
- [Jim] Review survey bids for road centerline
- [Mindi] Laurel Curve project update
- [Bud] Hardship policy, including leak adjustments: review proposal
- [Bud] Welcome packet and welcome meeting refresh, including ways to stimulate water conservation
- [Susan, Bud] Monthly rate and per gallon charge rate study
- [Susan] To review road policies from nearby neighborhoods to inform writing a policy for the survey and road centerline
- [Mindi] Review and assign any missed 2020 action items, and recommend 2021 calendar additions including maintenance and community education

**Adjourn**

*These meeting minutes were approved in the Wednesday January 20, 2021 meeting*