

# Agenda: Board Meeting

## Lake Canyon Community Services District

Tuesday, February 9, 2022, 7:30 p.m. via Zoom

[lakecanyoncsd@gmail.com](mailto:lakecanyoncsd@gmail.com) <http://www.lakecanyon.com> 408-656-6181 New Cell #: shared with LCMWC  
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: 7:30 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 completed: 19120 Laurel and 19360 Beardsley

### New / Old Business

1. New cell phone #: 408-656-6181 for calls and text. Should we keep RingCentral?
2. Access to septic tanks for annual inspections, emergencies
  - a. Possible changes to existing issues (decks, pavers, others)
  - b. Communication to owners
3. Replacement of board member Terry Truong (resigned effective July 31, 2021)
  - a. How to notify Santa Clara County (Stacey has info)
  - b. New board member: Don Kirk. Kirk & Bud have spoken to Don, who has accepted the open position
4. 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
5. 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?
6. 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.
7. Pump counts (monthly): to Questa for reporting to State. Bud now doing readings.
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. Prop 218 Quotes
11. Open Positions: Comptroller, Secretary and Operations Manager
12. Access to septic tanks for annual inspections, emergencies

### Future Business

1. Billing for work at 19388 Beardsley. Deferred to March 2022 meeting. Former owner unable to attend today.

### Board Member Reports

**Meeting Minutes approval: today's meeting**

Today's meeting minutes.

**Adjourn until next monthly meeting (2<sup>nd</sup> Wed. of each month)** Wed., March 9, 2022 **7:30 p.m.** via Zoom