


**Monthly CPMWC Board of Directors Meeting**  
**Wednesday, July 16 , 2025 - 7:00pm - Clubhouse**  
**Approved Minutes & [Background Info](#)**

Google Meet joining info

Video call link: <https://meet.google.com/dus-daxj-vwp>

Or dial: (US) +1 240-343-1751 PIN: 635 449 978#

More phone numbers: <https://tel.meet/dus-daxj-vwp?pin=4300952660257>

- I. Call to Order 7:07 p.m.
  - a. Present: Mike Lerman, Teus Aardhouse, Beth Anderson, Paul Boothby, David Shimmin, and a core group of dedicated community members
- II. Review and approve draft minutes from June 18, 2025 7:02 p.m.
  - a. Motion to approve by: Mike, second by Paul, approved
- III. Public comments 7:04 p.m.
  - a. [Letter from resident David Rude](#) re: proposed rate increase
- IV. Old Business 7:10 p.m.
  - a. Tank liner approval - \$61,000 cost, budget? \$1k deposit to hold price
    - i. Nothing received from Miles, did not attend call
  - b. Chlorine analyzer info from Miles
    - i. Nothing received from Miles, did not attend call
  - c. Schedule meeting with Kirk for training - Beth
    - i. In process
  - d. Kirk & Gail (accountant) to connect on grant accounting - Gail needs info
    - i. Beth to confirm with Kirk
  - e. Review line items included in special assessment - what does each project cost (included in April & May meetings) - Beth/Pat
    - i. In process
  - f. Scheduling tours of water plant
    - i. Completed, THANK YOU Brad!
  - g. Updates on training required for new board members within 60 days
    - i. Beth completed; each member to upload to  Drive
- V. Water Report & Operations Report (Miles) 7:22 p.m.
  - a. Did not receive via email from last month; need to receive in advance of meeting - Miles did not attend meeting; follow up email to be sent by Mike

- VI. Water Storage & Drought Relief Project + Water Meter updates (Dana) 7:23 p.m.
- a. Need to resubmit one last issue to have final approval by building dept; have not received actual comment yet; still in queue for tank manufacturing
  - b. Water meters have been received and are being installed when opportunities for replacement come up.
- VII. Financial Report (Kirk) 7:39 p.m.
- a. Updated budget with the special assessment and other adjustments
    - i. [CPMWC 2025-2026 Budget Updated - For Approval.pdf](#)
      - BoD needs to define rough amounts for items included in special assessments. Not to exceed the \$84k set aside
      - BoD to have special meeting to approve, Mike to schedule after receiving an updated view comparing to LY
  - b. Draft invoice for the special assessment. This will be a separate bill aside from the water assessment.
    - i. [CPMWC Special Assessment Invoice.pdf](#)
      - Must be sent as a separate document in print and email; Kirk to clarify that billing is 1/12th of a year; will create an option to pay upfront or amortized.
  - c. Balance Sheet
    - i. [CPMWC 06.2025 Balance Sheet.pdf](#)
      - Need to begin projects that funds have already been accrued for from last fiscal year
  - d. Budget vs Actual with the new budget
    - i. [CPMWC 06.2025 Budget vs Actual.pdf](#)
  - e. Areas of Note
    - i. Licenses and Fees - [CPMWC 06.2025 Licences and Fees.pdf](#)
      - We received one license renewal and are expecting another to come through. This item is over budget due to timing, and is not a concern
    - ii. Postage and Delivery - [CPMWC 06.2025 Postage and Delivery.pdf](#)
      - This includes delivery from 02/2025-06/2025 so it will be over budget for the next few months but will balance back out by year end. This is not an area of concern
    - iii. Operations Manager - [CPMWC 06.2025 Operations Manager.pdf](#)

- Over budget because it included an invoice from the prior year which is putting it over budget. This should even out by the end of the year and is not an area of concern
- iv. General Repair and Maintenance - [CPMWC 06.2025 General R\0026M.pdf](#)
  - Minor parts for repairs and should not be an issue moving forward. This is not an area of concern
- v. Water production as a whole
  - Reports for the highlighted areas.
  - [CPMWC 06.2025 Chemicals.pdf](#)
  - [CPMWC 06.2025 Parts.pdf](#)
  - [CPMWC 06.2025 Water Operator Additional Hours.pdf](#)
  - [CPMWC 06.2025 Water Tests.pdf](#)
  - [CPMWC Water Operator 06.2025](#)
  - We are not concerned with the majority of the water production expenses. The area of concern or note is Water Operator Additional Hours. This area is way over budget and we need to know if any of those hours are for specific projects. If so we need to allocate.
  - Tabling a motion made to begin accrual for new transmission line (\$150k) and to refurbish water boy (\$4k) - a special committee will meet to review previous capital plan

VIII. Firewise updates 7:30 p.m.

- a. Confirmed that Firewise still has access to mailchimp for communication
- b. Congratulations to the Snow family, they are our June raffle winners. Our July raffle is focused on packing your evacuation bag and continuing to harden your home
- c. Requests were made to continue hardening of area around clubhouse

IX. Community updates (Dave - operations manager) 8:40 p.m.

- a. Several website updates were made to content on our outdated site
- b. We responded to 3 reports of leaks this month.
- c. Maintenance work completed at water plant
- d. Later this month, the weir tank will need to be dredged. **It's a 2-person job if anyone wants to volunteer to work with Dave.**
- e. Dumpster pricing and availability confirmed

- f. Striping for speedbumps: White paint and a reflective additive have been purchased. **Looking for 1 to 3 volunteers to assist**
- g. Clubhouse Rules and Usage docs: New versions have been uploaded to the website, with appropriate changes to verbiage on the Clubhouse page of the site.
- h. Water Meters: The water connection survey is nearing completion with (5) hookups remaining to be found
- i. A list of all Chemeketa Park addresses, excluding names, was emailed to Firewise.
- j. Dave expressed concern about how the community would get service from Cypress in an area-wide emergency situation/earthquake since they service a very large area with

X. Roads updates (Teus) 7:31 p.m.

- a. Intended to discuss and make a motion for approval to contact potential contractors regarding the bridge project (pedestrian bridge approved) - this item was tabled due to more pressing concerns, no future date committed
  - i. Concern from a community member that this is the wrong time and priority to focus on the bridge, rather we should put those resources into our backup water tanks, our main point of failure
  - ii. **If someone from the community has a strong feeling on the importance of prioritizing this opportunity, we will take assistance in getting quotes and scope**

XI. Update: Website Migration Update (Dylon) 8:15 p.m.

- a. No updates

XII. New Business 8:30 p.m.

- a. Approval of annual budget
  - i. To be done in special meeting
- b. Review of the special assessment invoice
  - i. Reviewed and to be approved in above special meeting
- c. Cross-Connection Control Program Update - Proposal from James Derbin (Miles requested and copied Geri). Must be signed by 7-25-25. \$750. Getting extension to 8/29 Beth is following up
- d. For next meeting: update allocation of sinking funds, consider removing transmission line

XIII. Meeting adjourned 8:55 p.m.