

Monthly CPMWC Board of Directors Meeting
Wednesday, September 17 , 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 7:05 p.m.
 - a. Members in attendance: Pat Webster , Paul Boothby , Beth Anderson , Dylan Dickinson , Michael Lerman and the same great core community members we have each month
- II. Review and approve draft minutes from August 20, 2025 7:06 p.m.
 - a. Motion to approve: by mike, second by paul, approved
- III. Public comments 7:06 p.m.
 - a. Do we need wifi at the meeting -
 - i. Motion by Mike to purchase new internet device up to \$600 from board discretionary, second by Paul, approved
- IV. Old Business 7:10 p.m.
 - a. By-laws to be updated based on approved language in annual meeting - Mike
 - i. No updates
 - b. Vote on 2 x Water master repair requests:
 - i. \$9,600 in BoD discretionary
 - ii. [Tank liner replacement needed](#) - \$61,000 rough cost - was this budgeted? \$1k deposit required to hold price
 - Motion made by Mike to abandon pursuing this quote for the liner - second by Paul, approved: Mike to notify Miles and discuss other options in the future.
 - iii. [Chlorine analyzer](#) installation: Miles is operating the operating system manually for now, it's working, but should be automated to allow for automatic shutdown. \$6,500
 - Motion by Mike to move forward with the work, second by Paul, approved - needs to be executed and returned to Miles
 - c. Update on reviewing line items included in special assessment - what does each project cost (included in April & May meetings) - Beth/Pat

- i. Assumptions added to document: next steps - review items with Teus & Dave (included in December minutes). Will need to review line items in next meeting and determine next steps
 - Need to get updated quotes and will need project managers from community - waiting for Teus to return
 - d. Updates on training required for new board members within 60 days
 - i.  Drive
 - Nearly complete - 2 remaining to be added
 - e. Update allocation of [sinking funds](#)
 - i. Special meeting was held online. Tonight: reviewed outstanding items
 - ii. Watershed survey plan needs to be completed and will be discussed in future meeting
 - f. Operation plan for water plant needed
 - i. George: After we incorporate responses to DDW's 3 points, they should be content with our cobbled together operating manual.
- V. Financial Report (Kirk) 7:35 p.m.
 - a. Budget vs Actual
 - i. [CPMWC Budget vs Actual 08.2025.pdf](#)
 - ii. We're currently on track with our budget. We have begun our special assessment billing as of 09.2025. We have sent out the initial billing and residents will receive their monthly special assessment billing monthly until April 2025.
 - iii. There are a few areas of note which are listed below
 - b. Areas of note
 - i. PG&E [CPMWC PG\u0026E 08.2025.pdf](#)
 - PG&E is an as needed account and we should review for the next budget. We're currently not concerned.
 - ii. Trash Services [CPMWC Trash Service 08.2025.pdf](#)
 - Trash Service is an as needed account and we should review for the next budget. We're currently not concerned.
 - iii. Licenses & Fees [CPMWC Licenses \u0026 Fees 08.2025.pdf](#)
 - This is a timing issue and we do not expect to pay any additional license fees
 - iv. Chemicals [CPMWC Chemicals 08.2025.pdf](#)

- This is an ass needed account and we are not concerned about the overage.
- v. Water Operator Additional Hours [CPMWC Water Operator Add\u0027Hour 08.2025.pdf](#)
 - We have worked with David and have correctly allocated some of the projects to the correct projects. We will continue to monitor if this becomes an issue we will bring it to the board and community.
- c. Balance Sheet [CPMWC Balance Sheet 08.2025.pdf](#)
- d. Water Tank Project Financials [CPMWC Water Tank Project 08.2025.pdf](#)
- e. Firewise Detail [CPMWC Firewise 08.2025.pdf](#)
- VI. [Water Report & Operations Report](#) (Miles) 8:16 p.m.
- VII. Water Storage & Drought Relief Project + Water Meter updates 8:35 p.m.
 - a. Updates in background doc
- VIII. Firewise updates 8:42 p.m.
 - a. Updates in background doc
- IX. Community updates (Dave - operations manager) 8:44 p.m.
 - a. Moving forward with providing exceptions to senior discount verification
 - b. Budget for 3 dumpsters, we need community volunteers to make sure this happens - Dave
- X. Roads updates (Teus) 8:53 p.m.
 - a. No updates
- XI. Update: Website Migration Update (Dylon) 8:55 p.m.
 - a. Meeting Fred before next meeting
- XII. New Business 8:56 p.m.
 - a. Explanation Letter for Supplemental Billing
 - i. [MEMO on the special Assessment invoice.pdf](#)
 - Non-issue
 - b. Determine if the Old Well should be used or abandoned:
 - i. Test to determine viability = \$6k, capping = \$12k
 - Motion by Paul to approve reallocation of \$12k from Meeter at top of transmission line to this investigation and recommendation, second by Mike, approved

- ii. If viable, there would be additional engineering & maintenance costs, can be mixed in directly at the contact tank
- iii. George will contact the original driller who may coordinate with Valley Water on our behalf.
 - We hope to include these costs in the change order.

XIII. Next meeting scheduled for Oct 15, 2025 at 7pm

XIV. Meeting adjourned 8:58 p.m.