

LAKE DON PEDRO OWNERS' ASSOCIATION
MINUTES OF THE GENERAL BOARD MEETING
WEDNESDAY, MAY 8, 2024

Executive Session: 5:30 pm

General Meeting

I CALL TO ORDER & PLEDGE OF ALLEGIANCE: 6:35 pm. – Chris Adams, Vice President

II EXECUTIVE SESSIONS REPORTS – Chris Adams, Vice President

April 10, 2024 Executive Session: Discussed forming El Prado Park Improvement Committee

April 17, 2024 Executive Session: Director stepped down from Board President & Activities Chair.

April 23, 2024 Executive Session: 4 Directors met with main staff for questions and answers, no actions taken.

May 8, 2024 Executive Session:

Discussed & Approved Adams-Stirling attorney retainer package for \$950 as of 7/1/24.

Discussed and Approved a Committee to review ACC rules and proposed addendums to the Fine Policy and make recommendations to the Board, Chair Shelley Cummings.

III RE-ORGANIZATION OF OFFICERS:

At the 4/17/24 Executive Session Director stepped away from the office of President and her designation as the Activities Chair. Blind ballot vote by the Board to select a new President. Vote tally by office manager: 7 votes for Chris Lowey, unanimous. Seated new President.

IV MINUTES of April 10, 2024 Board Meeting submitted. Motion to approve by Dennis Dias, 2nd by Renee Anderson. Approved, unanimous.

V TREASURER'S REPORT of April 2024 Monthly Financials by Renee Anderson, Treasurer: Operating Account \$168,043.06; Reserve Funds \$668,468.14 (includes CDs). Motion to approve by Phyllis Cotta, 2nd by Chris Adams. Approved, unanimous.

VI COMMITTEE REPORTS – *Reports Only (comments etc. are during Open Forum)*

1. **Facility Report** by Chris Adams: Referenced May 8th Monthly Facility Maintenance Report (attached) replacement treadmill on order, ordered new electronic door-bolt and handle assembly for gym as current one malfunctioning, Maintenance jury-rigged to work until new one can be installed. Installed 20 yards of crushed bark in pool play area fall zone to bring back up to code. Replaced old umbrellas. Prepping for pool opening on Sat 5/25, contacting pool monitors, scheduling, cleaning, testing etc. 2nd & 3rd mow of 12 acres at Hacienda for weed control. Picked up materials for manufacture of replacement arch project. Hacienda exterior painting project starts on Monday 5/13.
2. **ACC Report** by Dennis Dias: 5 permits & 1 partial approved. Compliance: 5 letters, 2 extensions granted, 2 cases pending, 2 drive checks, 1 ACC meeting set, 2 cases referred to County, 1 referred for a fine hearing, 7 cases closed.
3. **Parks & Trails Reports** by Renee Anderson: Several trail events since last meeting, hiking groups, dog walks, etc. Participants also continued ribbon marking the trails. Volunteers also weed wacked at Alfier Park.
4. **Activities/Events Report** by Chris Lowey: Our monthly Game Night was held on May 7th, as was a Girl Scout meeting. Current activities include weekly classes in Line Dancing, Tai Chi, Yoga and bi-weekly Girl Scout meetings. The annual spring yard sale was on May 4th but poor weather dampened the turn out and when the rain seriously started the vendors packed up and left by noon (they were offered interior space in the Pavilion but didn't accept).

VII PRESENTATION: Bookkeeper/Accountant Monica Fay addressed the Assoc. budget process, the required Reserve Study and funding, dues and related topics. Some brief questions followed and were answered by Ms. Fay. Copy of presentation outline attached.

VIII OPEN FORUM / GOOD OF THE ORDER: Member audience comments. (3 min. limit)

At this time, the members may comment on any item of interest within the jurisdiction of the Board.

Though the Board generally will not respond, please understand that we are listening carefully.

**Regarding non-agenda items: In compliance with state statutes (the Ralph M. Brown Act), the Board is not permitted to take action on non-agenda items and therefore, Board policy restricts Board discussion of non-agenda items. If appropriate, consistent with Board policy, the Board may direct scheduling an item for discussion and/or action on a future Board agenda.*

Several further questions re finances for Monica Fay. Brief comments on proposed park expenses. Point of order comments. Comments on employee scheduling documentation and oversight by board.

IX OLD BUSINESS – *Member comments re agenda items to be presented during Open Forum.*

1. **Goats Proposal:** Mr. Law was not in attendance to discuss his proposal to use his goats to manage the parks and trails. As he has not attended either the April or May Board Meetings to do so, this item is now removed from the Old Business agenda per Board policy.
2. **Vote:** Form new parks sub-committee Chaired by Andrea Walker to research ideas to rehabilitate and improve El Prado Park, and find methods to fund proposed projects expenses through donations and/or volunteers. Board liaisons to be Directors Renee Anderson and Kim Cheatham. Motion to approve by Kim Cheatham, 2nd by Eva Banuelos. Approved, unanimous.

X NEW BUSINESS – *Member comments re agenda items to be presented during Open Forum.*

1. **Reserve Expense:** Replace damaged tire swing, 2 swings w/coated chains & new seats at El Prado Park, approx. cost \$435 – 450 (includes estimated ship/tax). Motion to approve (with the stipulation of double check on price point for required commercial grade of equipment) by Kim Cheatham, 2nd by Dennis Dias. Approved, unanimous.
2. **Reserve Expense:** Replace the Lounge refrigerator (bought over 15 yrs. ago). \$650 – 700. Motion to approve by Dennis Dias, 2nd by Chris Adams. Approved, unanimous.
3. **Proposal:** Repair approx. 100' of chain link fencing at El Prado Park. Est cost \$800-\$1000 (poles, framing, and concrete, re-use of the fence fabric) Item NOT in reserves. Motion to table until further plans on park rehab are approved by Dennis Dias, 2nd by Kim Cheatham. Tabled, unanimous.
4. **Request:** Girl Scout Troop 1441 requests that the standard Community/Non-profit free use privileges be extended to twice a month usage for their meetings (1st Wed & 3rd Tues) and authorize a reduction or waiver of the use deposit. (Insurance certificate has been provided) Motion for approved bi-weekly meetings and to waive the use deposits by Chris Lowey, 2nd by Dennis Dias. Approved, unanimous.

5. **Proposal:** The Lake Don Pedro Baptist Church proposes to resume the annual Don Pedro Community Thanksgiving Dinner and requests that the Assoc. agree to again co-host it by providing the venue and insurance. The 2024 date being Sat. November 16th (with setup Friday). Motion to approve by Dennis Dias, 2nd by Chris Lowey. Approved, unanimous.

6. **Proposal:** Increase the scheduled servicing of the Porta Potties at the two parks to twice a month. This would change our expenditure from \$140 per mo. (2 units x \$70 ea.) to a cost of \$280 per mo. for bi-weekly servicing of 2 units. Or to only change the Gregoris unit to bi-weekly. Or change both units for a limited summer season only to save funding. NOTE: Service Co reports that Gregoris unit being used as an illegal dump station (filling unit each month.). Motion to table changing the monthly servicing until we explore ways to stop illegal dumping at Gregoris by Kim Cheatham, 2nd by Chris Lowey. Tabled, unanimous.

7. **Proposal:** Approve an LDPOA Candidates Night for the members to meet and speak with Board Candidates before the ballots are received. Tentative date offered of Sat, Aug 10th 6:30-8:30 pm. (Ballots to be mailed the last week in Aug.) Motion to approve a Candidate Night, date to be scheduled after the office canvasses the candidates for availability, Eva Banuelos, 2nd by Kim Cheatham. Approved, unanimous.

XI ADJOURNMENT / NEXT SCHEDULED MEETING DATE:

Motion to adjourn meeting at 8:37 pm by Kim Cheatham, 2nd by Dennis Dias. Approved, unanimous.

Next Board Meeting Wednesday, June 12, 2024 – 6:30 pm at the Hacienda.

Respectfully submitted by Pam Hatler for Dennis Dias, Secretary.

Board Approved on : July 10, 2024 .

MAY 8, 2014 BOARD MEETING MINUTES - ATTACHMENTS

May 8, 2024 Facilities & Parks Report – Jeff Cotta

Regular duties:

Re-Mowing 12 acres Hacienda lots
Weekly mowing 3 Hacienda lawns
Trimming bushes, trees & general landscaping
Weekly cleaning of courtyard, parking lots
Minor repairs, gym, apts, etc.
Scheduling housekeeping
Research & Estimates (for repairs, Board questions, or projects)
Ordering or picking up supplies for repairs, projects, housekeeping, pool, etc.
Water & Pond testing and monitoring
Setup/takedown for meetings
Scheduling contractors

Seasonal & Projects:

Replaced umbrellas.
Weed suppression spraying
Temp fix on gym door to keep working until (ordered) parts arrive for electronic door handle.
Prep pool for opening – testing, chem balance, cleaning (including decks, rest rooms, etc)
Ordered and installed 20 yards of crushed bark to refill play area fall zone.
Prep for Annual Community Yard Sale
Picked up materials for start of Replacement / re-location of Hacienda arch project.

*Note: Use of personal trailer needed to pickup & transport.

Use of personal welder and tools to be for manufacture.

Parks:

Completed fencing project at EP Park
Replaced and posted new signage multiple parks
Mowing
Graded road
Brushing & burning piles
Weed spraying
Met with serving co for potties, gate key, must log servicing dates.

*Note: Informed by serving tech that Gregoris unit is being used as illegal dumping station.

30-gal tank w/ 5 gals “blue water” from co. has been full the last few months at servicing. RV dumping adds the extra gallons of water.

Reported to Board liaison prior break in/theft/vandalism of old rest rooms at EP Park. Further all wiring now removed, light fixtures broken, security bars broken, plumbing & fixtures either gone or broken.

- Does the Board wish to have security bars welded over openings?