

LAKE DON PEDRO OWNERS' ASSOCIATION
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BOARD OF DIRECTORS MEETING MINUTES
September 10, 2026 @ 6:30pm
The Hacienda

EXECUTIVE REPORT – Executive Session 5:30pm

- **Personnel Matters**
- **Association Operations/Administrative Matters**

I. CALL TO ORDER & PLEDGE OF ALLEGIANCE – *Andrea Walker, President*
President Walker called the meeting to order at 6:40pm

II. ROLL CALL/QUORUM – *Andrea Walker, President*
Quorum established. Directors present: Walker, Cummings, Banuelos & Burritt
President Walker announced the resignation of David Myers. The Board wished him luck and thanked him for his service to the Association.

III. EXECUTIVE SESSION REPORT – *Shelley Cummings, Secretary*
August 20, 2026 Executive Session Minutes – approved by Directors Cummings, Banuelos & Burritt in closed session; President Walker recused herself from the vote as she was absent from the meeting.

IV. APPROVAL OF MINUTES – *Shelley Cummings, Secretary*
August 20, 2026 General Session Minutes
Motion to accept the Minutes as presented tendered by Director Burritt, seconded by Director Banuelos, all in favor (Cummings, Banuelos & Burritt); motion carried. President Walker recused herself from the vote as she was absent from the meeting.

V. TREASURER'S REPORT – *Renee Burritt, Treasurer*
**Monthly Financial Report – August 2026*
Motion to approve the August 2026 Treasurer's Report was tendered by Director Cummings, seconded by Director Banuelos; unanimous; motion carried.
**Year-End Financial Statement* – Tabled to approve Financials to October 10, 2026 meeting.



VI. COMMITTEE REPORTS

1. Budget Committee — Open Seat
2. ACC — Shelley Cummings, Chair
   Chair Cummings gave monthly report
3. Facility/Maintenance — Andrea Walker, Chair
   Chair Walker reported the 80' line was installed for the new septic; all bathrooms are open and operational as is the gym; events are able to use the full facility and thanked the Community for their patience during the work; 2 new 5000 gallon water tanks were installed; new pump, pipes, check valves and output is working excellent; the members will be noticed on final cost of all repairs (well and septic)
4. Parks & Trails — Andrea Walker, Chair
   Chair Walker reported that she has trimmed the trees at El Prado Park; transients were presenting a problem with spending the night and had to be reported; $400 was received for payment by a person caught doing donuts in the parking lot. The $400 funds will be earmarked for the Toddler lot; no report by Trailblazers at this meeting.
5. Activities/Events — Renee Burritt, Chair
   Chair Burritt reported that the upcoming Craft Fair Nov 14-15, 2026 has 12 applications. $25 fee per table/$10 for additional table.
6. Community Outreach — Eva Banuelos, Chair
   Chair Banuelos reported that the Fall Fest is October 17, 2026 from 10am – 5pm and the Trunt or Treat will be held this year at Don Pedro Feed.
7. Hiring Committee — Eva Banuelos/Renee Burritt
   The committee reported they have 10 applicants for the office position and will be conucting interviews on September 16, 2026 at the Hacienda.

<u>AD HOC COMMITTEES</u>:

7. Tech Oversight/Maintenance — Open Seat
   President Walker will head this committee going forward with the resignation of Director Myers
8. Bylaws/CC&Rs Update — Board
   Members Robert Alarcon, Leslie Farrow, Harald Kelley and Kim Tankersley volunteered to head up this committee with Director Cummings as Board liaison. Motion to accept committee members was tendered by Director Banuelos, seconded by Director Burritt; unanimous; motion carried. The committee will set its first exploratory meeting in the near future.

VII. OLD BUSINESS:

1. Water Tank Replacement/Septic/Water Tender Final Invoice Update
   President Walker updated on the final invoice costs of both project.



2. Security Access Tag Completion Update
   President Walker updated that this project is still in progress.

3. Discussion/Vote to approve purchase of conference microphones and mix table for meeting streaming equipment/Virtual Meeting Integration Timeline
   (*tabled from 8/20/26 meeting*)
   President Walker announced that the platform to be used is YouTube Unlisted with member access through a separate link; to run efficiently 2 conference speakers are needed at a cost of $66.98 each; mixer at a cost of $159 and 3 audience microphones at a cost of $39.90 each for a total cost of $412.66.
   Motion to purchase needed equipment with total cost was tendered by Director Cummings, seconded by Director Banuelos; unanimous; motion carried.

4. Discussion/Task – Association Website (*tabled from 8/20/26 meeting*)
   President Walker announced her willingness to work on the new website migration. The hold host is Host Gator and research for new websites has been conducted by President Walker. A new host option with Singer 24/7 will cost $3.99/month; authorization migration for backup @ $98; webmaster to sign off as of September 20, 2026.

5. Discussion/Vote - El Dorado Septic – annual service contract $1800.00
   (*tabled from 8/20/26 meeting*)
   Motion to accept the new annual contract tendered by Director Walker, seconded by Director Burritt; unanimous; motion carried.

6. Discussion of current office phone service and review of options for future placement (*tabled from 8/20/26 meeting*)
   President Walker announced new phone service options; option with OOMA phone service that goes off our current Starlink system; 4 phone lines for free with $99 flat rate per month; this includes equipment and no installation fee; system also comes with an AI assistant integration and phone tree. Working on full install by October 10, 2026 meeting.
   Motion to migrate to new phone system at costs enumerated above tendered by Director Cummings, seconded by Director Banuelos; unanimous; motion carried.

7. Discussion/Vote – PHI Air Ambulance helicopter landing for Fall Fest
   (*tabled from 8/20/26 meeting pending insurance coverage update*)
   Director Banuelos tabled item.



VIII. NEW BUSINESS:

1. Discussion/vote on sale of old water tanks
   President Walker stated she would like to list the 4 old water tanks for sale and promote on FB Marketplace. Old tanks are contaminated by could sell to farmers or ranching for irrigation use. Approximate value $800-1300 each and funds would go back to reserve maintenance funds. Minimum bid would be set at $500 each; under $2000 for lot of all 4; pickup only. Highest bidder deadline 10/9/26. No vote necessary, Board directed President Walker to begin the sale process.

2. ACC Committee complaint handling/stipend research & request
   Directors agreed that an ACC stipend is necessary for travel, mileage and a mileage sheet is available at Association office.

3. Approval/Appointment of members to Bylaw/CC&R Revision Committee
   Motion to accept committee members Robert Alarcon Leslie Farrow, Harald Kelley and Kim Tankersley was tendered by Director Banuelos, seconded by Director Burritt; unanimous; motion carried.

IX. OPEN FORUM

X. ADJOURNMENT/NEXT SCHEDULED BOARD MEETING DATE/TIME:
Next scheduled General Session – October 10, 2026 @ 10:00am
Meeting adjourned at 8:20pm

Respectfully submitted,

Shelley Cummings

Shelley Cumming
Board Secretary – Approved by Board of Directors 10/15/26