

**Fw: Meeting assets for CEPOA HOA Board are ready!**

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**From** Mark Scadden <mark@bearlakewatch.com>

**Date** Tue 3/31/2026 6:40 PM

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**From:** Zoom <no-reply@zoom.us>

**Sent:** Tuesday, March 31, 2026 5:14 PM

**To:** mark@bearlakewatch.com <mark@bearlakewatch.com>

**Subject:** Meeting assets for CEPOA HOA Board are ready!



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## Meeting assets for CEPOA HOA Board are ready!

[View meeting recap](#)

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### Meeting summary

## Quick recap

The board meeting focused on planning the annual HOA meeting and addressing water system management issues. The group decided to hold the annual meeting on May 30th at 10 AM at JohnSmith's place, with both in-person and Zoom options available. Regarding board positions, Mike announced his retirement, creating one open position, while Tony agreed to run again but indicated he would transition responsibilities to Randy over the next year. The board discussed water meter compliance, with Tony reporting that a new well was operational but still had some software issues to resolve. They reviewed a significant budget deficit of \$15,230 and voted to address it through a \$300 special assessment and a \$50 increase in HOA dues per lot, totaling approximately \$350 per lot owner. The conversation ended with the board selecting "Gate" as the new gate code, which will be 4283, and JohnSmith announced his upcoming vacation from April 11th to May 9th.

## Next steps

- [JohnSmith: Reach out to potential new board members \(e.g., Nate Wheatley, Jim McInnis, Brad Mc, Melanie Mortal, Henry, Will, Jeanette, Glenn\) to gauge interest in open board positions.](#)
- [Tony\\_Spehar: Email the water meter spreadsheet to Randy.](#)
- [Randy: Review the water meter spreadsheet and coordinate with Mark, Jeanette, and others to read all water meters before the May 30th annual meeting; identify lots without meters.](#)
- [Randy/Mark/Tony\\_Spehar: Prepare and send the compliance letter \(via registered mail as needed\) to property owners who do not have water meters, with a deadline of September 15th for compliance.](#)
- [Randy: Present a list at the annual meeting of properties with/without water meters.](#)
- [Tony\\_Spehar: Mail leak detection dye and black light to Michael's house for placement in the pump house; coordinate with Sean to add dye to the tank after Easter weekend, with pumps off as feasible.](#)
- [Michael: Place the received leak detection dye and black light in the pump house for Sean to access.](#)
- [Mark: Change the gate code to 4283 by approximately July 1 and notify homeowners.](#)
- [Mark: Send out a reminder to homeowners about the new gate code before it changes.](#)
- [JohnSmith: Announce the new gate code at the HOA meeting.](#)
- [JohnSmith: Check with Joni if she is willing to continue as bookkeeper.](#)
- [Randy: Make a note to consider BitOps for a future board position.](#)
- [Tony\\_Spehar: Send the water meter spreadsheet to Randy \(repeated for clarity, as explicitly requested at end of meeting\).](#)
- [JohnSmith: Invite Will to briefly discuss the new well and water system at the annual meeting.](#)
- [Michael: Contact Rick Thomas to schedule mag chloride and grading for the road.](#)
- [JohnSmith: Include information in the annual meeting about the special assessment and HOA dues increase, and rationale for recent and upcoming expenses.](#)

## Summary

### Annual Meeting Planning Discussion

The group discussed plans for their annual meeting, which they typically hold over Memorial Day weekend. John proposed hosting the meeting at his place again, with both in-person and Zoom options available. Randy and Mark supported this format, and Michael agreed to the plans. The group tentatively set the meeting for May 23rd, though the exact date and format were left open for final confirmation.

### Meeting Reschedule and Board Updates

The group discussed rescheduling a meeting from May 23rd to May 30th at 10 AM at JohnSmith's place, with participants agreeing to join via Zoom if unable to attend in person. They also addressed

board positions, confirming that Mike's term has ended and he is retiring from the board.

Tony\_Spehar suggested Glenn and his wife as potential candidates for the board from the upper part of Canyon Estates, though they are not immediately available due to Glenn's upcoming retirement.

### **Board Transition and Membership Planning**

The board discussed upcoming term transitions and potential new members. JohnSmith noted he plans to transition his responsibilities to BitOps in the coming year and not run for re-election after that. The group identified several potential candidates including Nate Wheatley (recently retired), Jim McInnis from the architectural committee, Brad Mc, and Melanie Mortal, with Tony\_Spehar expressing willingness to serve another term focusing on water operations. The conversation ended with discussion of website access credentials for board members.

### **Water Meter Compliance Implementation Plan**

The board discussed upcoming elections and positions, with Tony and Randy agreeing to partner on water-related responsibilities for a year. They reviewed the need to implement water meter compliance, setting a fine structure of \$75 per month beginning October 1st for non-compliant properties, with a deadline of September 15th. Randy agreed to help read water meters and will receive an updated spreadsheet from Tony to identify properties without known meters, with plans to send compliance letters via registered mail to ensure accountability.

### **Water Meter Compliance Discussion**

The group discussed reading water meters and following up with property owners who don't have them installed. Randy proposed reading all meters and sending a reminder letter, particularly to those without meters, with a September 15th deadline. Tony noted that most properties have meters, with only about 5-6 lacking them, often in older properties. The discussion highlighted the importance of water meters for tracking usage and ensuring compliance with state backflow prevention requirements, with Tony expressing concern about potential non-compliance issues.

### **New Well System Performance Update**

Tony reported that the new well has been operational since October, providing approximately 90% of the water filling the tank compared to the older well. Will has implemented software to control the pumps and installed a new sensor in the tank, but is still experiencing issues with the automated system, including problems with the lower pump house not shutting off properly. The team discussed concerns about water supply during drought periods, with Tony suggesting a potential moratorium on new lawns to conserve water, though no specific data is available to assess the aquifer's long-term sustainability.

### **Water Conservation and Restrictions Planning**

The group discussed potential watering restrictions due to conservation efforts and clarified the relationship between their water system and Sam's Hollow Water Company. They determined that while both entities have water rights, their systems operate separately, with the reserve currently utilizing their own well system. The discussion concluded with plans to implement water usage monitoring and potentially enforce limits based on usage data, though specific implementation details were left pending further information gathering.

### **Water System Financial Planning Meeting**

The board discussed various water system expenses and financial projections for the year. Tony reported a \$2,700 compliance testing bill for the new well, with three more tests required this year totaling \$11,000. The board approved using \$450 for cabinet additions to pump houses and confirmed continuing with Gustbusters for mag chloride treatment at \$63.84. Michael agreed to help implement leak detection dye testing in April, with plans to wait until after Easter weekend before turning off pumps. The financial review showed projected expenses of \$52,380 against expected income of \$37,150, resulting in a \$15,230 deficit, with the board considering either a special assessment or modest HOA fee increase to address the shortfall.

### **Road Maintenance and Budget Adjustments**

The board discussed two main topics: road maintenance and budget adjustments. Regarding the road, they agreed to proceed with mag chloride treatment and grading of Cemetery Road, with Michael confirming he would coordinate with Rick Thomas. The board then addressed budget concerns, deciding to implement both a \$300 special assessment and a \$50 increase in HOA dues per lot, totaling approximately \$350 per lot owner to address a \$15,000 shortfall. They also set a new gate code to "GATE" (4283) effective July 1st, and John reported that the Nielsen's home architectural plans had been submitted to the committee.

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