

**LAKEVIEW CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS OPEN MEETING**

**DATE:** Monday, April 4, 2022  
**PLACE:** Lakeview – Clubhouse  
**TIME:** 4:00 PM

A WELCOME was extended to all owners who were able to attend the Open Board Meeting.

*An OPEN owner Q&A period was held prior to the Open Board Meeting for owners to ask questions of the Board or Management*

*Q&A began at 4:08 pm and finished at 4:15 pm*

**CALL TO ORDER**

President Mike Gale called the regular quarterly Board Meeting to order at 4:15 pm.

**PRESENT**

Mike Gale - President  
Mike Carr - Vice President/ Maintenance Liaison  
Janey Bennett - Secretary  
Ken Huguet - Treasurer [arrived shortly after meeting started]  
Erika Jett - Member at Large

Cindyrae Mehler & Tess Allison – INTEGRA Management  
INTEGRA was requested to prepare the Minutes.

**APPROVE MEETING MINUTES**

Motion by Janey Bennett to approve 02-28-22 Organizational Board Meeting Minutes; 2<sup>nd</sup> by Mike Carr; and, passed.

**INTEGRA REPORT/FINANCIALS**

Tess Allison reported the financial standing through 03-31-22, reflecting the following: Peoples Bank operating account balance \$114,244.31, Edward Jones Reserve account of \$183,738.98, and, US Bank [old management account] of \$518.06 - for a total bank of \$298,501.35. We are running under Budget in expenses thru 03-31-22 by \$5,820.16, but note we will have maintenance expenses coming in for spring project work. Association unit owners are doing an excellent job in timely payments of dues assessments.

When the old association boxed file records are moved, Storage Locker #4 will be available for rent. There is a Storage Locker Rental Wait List, if owners wish to have their names added to the List – please notify Integra.

Guest Suite Rental Room: Following discussion it was determined to request janitorial to do a spring cleaning of the room, and the room will be OPEN for rental use/reservation effective April 15, 2022.

Association Website: Following discussion, INTEGRA was authorized to provide information for setting up a designated Lakeview Condominium website.

Reserve Study: Following discussion including costs of continuing with current provider, INTEGRA was authorized to schedule a time for Pacific Crest Reserves LLC to walk the property with the Board & Management to provide an Estimate for the updated Reserve Study.

Unit 102 submitted inquiry to Board on replacement of tree that was removed in September 2021. Board will look at this area and respond/decide whether to replant following their review.

### **TREASURER'S REPORT**

Ken Huguet reports he has noted financial controls are improved and he is pleased with the competent understanding of what needs to be done, and improved communication.

### **UNFINISHED BUSINESS:**

- ▶ Window Repair Items: Mike Carr reports repair in Unit 115 completed by Lyndale Glass; Unit 317 is being worked on by Lyndale Glass; and Unit 104 is scheduled for measure by Lyndale Glass for cracked glass/rust & condensation issue. Unit 219 reported dampness/ old water intrusion issue. Her contractor is looking into this for repair as update work is being done in the unit.
- ▶ Status update/ FHA Approval: INTEGRA has completed & provided all information to FHA. Association Fidelity Insurance was increased to \$300,000 per FHA requirement. Anticipated we should know within next 30-days of association approval.
- ▶ Phased Attic Repair: Mike Carr reports he continues to work with Osorio on this project. Maintenance will include replacement of ducting, installing ducting where there is none presently, preparing a Memo to all Unit Owners/Residents that absolutely no storage of items is allowed in the attic crawl spaces. The crawl spaces must be kept clear to allow proper ventilation. Unit 306 remains on the list for inspection to be completed. The 2022 Budget allocated \$20,000 for the Attic Firewall & Venting maintenance project and it appears we will be able to stay within this dollar figure.
- ▶ Footbridge Claim against Lowes [2021 event]: Mike Gail reports he will reach out to past management SonRise for information on this old issue.
- ▶ Composting availability for Association: Mike Carr reports he spoke with SSC and was advised they plan to put out a new recycling footprint. At this time it is not recommended to move forward with compost containers. The Board determined to wait and see what the new plan is that SSC comes up with and revisit composting at that time.

### **NEW BUSINESS:**

- ▶ Drainage Work/Phase 2: Mike Peetoom Construction, LLC submitted project Estimate in the amount of \$23,007.01 which was approved via email by the entire Board. Mike Gale signed the contract. Work is anticipated to begin in early June. INTEGRA will wait for an invoice and authority from Mike Carr for payment of the initial deposit to be made on this project.
- ▶ Landscape Bid(s): Mike Carr is waiting for GreenEarth and Osario to turn in their estimates. Once received Mike will forward them to the entire Board for discussion and selection of landscape vendor.
- ▶ Maintenance Vendor – PSI Old invoices: Mike Carr will call and confirm the old 2021 invoice will be waived. PSI is still working to complete the property map with locations of water shutoff's and drain lines. INTEGRA is looking forward to continuing work with the PSI maintenance personnel and staff.
- ▶ Rules & Regulations: Updated Rules & Regulations were provided to the Board in hard copy format. They were asked to review and submit any revisions to Cindyrae. A working Board meeting was scheduled for Monday, April 25, 2022 at 3:00 pm to be held in the Conference Room at INTEGRA to finalize the revisions.

- ▶ Clubhouse Painting: Osario Contract Services estimate was reviewed in the amount of \$58,752. Following discussion, motion was made by Ken Huguet to accept the Osario Contract Services estimate of \$58,752; 2<sup>nd</sup> by Janey Bennett; and, all approved. Mike Carr will coordinate with Osario on the timeline for pressure washing, repairs followed by painting. Work is anticipated to begin in late April/early May.
- ▶ Fireplace Chimney Cap: Cindyrae reported we are waiting to receive quote from Lynden Sheet Metal and Northwest Energy Systems for replacement.
- ▶ Clubhouse Drain Lines: Mike Carr has contacted Best Rooter to come and jet these drains if possible and, if not, to determine where the blockages are located so the area may be dug up and repaired. These repairs are to prevent further water intrusion into the clubhouse.
- ▶ Storm Drain Maintenance: Mike Carr is scheduling with Bayside Services to have all storm drains cleaned. It is anticipated the cost will be less than \$1,000 for this service.
- ▶ Footbridge Grip Stripes: There is another broken grip stripe on the footbridge near Unit 101. Janey Bennett will forward the ordering information to Tess so more can be ordered. Mike Carr suggested ordering at least 50 and possibly some with yellow as well as reflective. INTEGRA will contact the owner of unit 101 and ask if they have seen or if they have any idea of what could be causing the repeated issue of broken grip stripes in this area as they are the closest unit.
- ▶ The next Regular Board Meeting will be held at the Clubhouse on Monday, June 13, 2022 at 4:00 pm.

#### **ADJOURNMENT**

There being no further Board Business for discussion, the Board Meeting was adjourned at 5:38 p.m.

Respectfully submitted,

*Cindyrae Mehler*  
**INTEGRA Management**