

**LAKE DON PEDRO OWNERS' ASSOCIATION  
BOARD MEETING MINUTES  
WEDNESDAY, February 12, 2025**

**Executive Session 5:30 pm**

**Discussion**

**Personnel:** Appointing ACC Committee

**Contracts:** Independent CPA Contract

**General Meeting 6:30 pm**

- I **CALL TO ORDER & PLEDGE OF ALLEGIANCE:** Kim Cheatham-Presiding Officer at 6:30pm. Directors present; Kim Cheatham, Andrea Walker, Chris Adams and Renee Burritt
  
- II **EXECUTIVE SESSIONS REPORTS** by Kim Cheatham-Presiding Officer  
January 22, 2025- Executive Session- Interview Board Candidate, Office Holiday Hours.  
February 12, 2025-Executive Session-ACC appointment, CPA  
Motion made by Andrea Walker to approve January 22, 2025 Executive Report and February 12, 2025 Executive Session Report Chris Adams second. Motion approved unanimously.
  
- III **Reorganization of the Board-Election of a new President**  
Discussion among the Board of Directors, and it was decided to wait to elect a new President until there is a full Board, Kim Cheatham will continue to be Presiding Officer. Motion made by Kim Cheatham to wait until there is a full Board to elect a President, seconded by Andrea Walker. Motion approved unanimously.
  
- IV **APPROVAL OF MINUTES** by Renee Burritt, Secretary  
February 12, 2025 General Meeting Minutes were accidentally misprinted.  
Motion was made by Kim Cheatham to approve the February 12, 2025 General Meeting Minutes at the March 12, 2025 General Meeting seconded by Andrea Walker  
Motion approve unanimously.
  
- V **TREASURER'S REPORT** by Kim Cheatham, Treasurer  
Operations Fund Checking: January 31, 2025 \$272,932.10  
Reserve Savings: January 31, 2025 \$651,041.74  
A motion was made by Kim Cheatham to accept the Treasurer's Report, seconded by Andrea Walker. Motion approved unanimously.
  
- VI **Committee Reports**  
**Facility Report-** by Chris Adams  
Installed the new arch, which was made by the LDPOA Maintenance Department.

plumbing backed up, maintenance was unable to fix this, plumbing company come out to repair. Temporarily repaired jammed lobby door lock. Pavilion heat pump repairs. Replace dishwasher in Apt B, including rewiring and installing. Started the New slide project at El Pardo Park. Removed old section, got materials to install with current equipment within the fall zone. Extra Storm cleanup and re-clean (especially before event usage)

**ACC - Report is for February 2025** by Kim Cheatham  
With the loss of the two Directors that headed the ACC, the Board is working with the Office Staff.

**Parks-Trails** by Andrea Walker  
Slide is being installed, building a connecting platform and modifications are Needed to complete the installation. No vandalism has been reported.

**Activities -** by Renee Burritt  
Vendor/Yard Sale at the Fruit Stand on March 1, 2025.

Motion was made by Andrea Walker to approve all Committee Reports, second by Chris Adams. Motion approved unanimously.

## **VII Continued Business**

### **Discussion/Vote - Appoint new Director**

The Board announced that Laura Diesman would be appointed to the Board but neglected to vote for her appointment in the meeting. The oversight will be Corrected by a vote at the Board meeting on March 12, 2025.

### **Discussion/Vote - Annual Budget Committee**

Motion made by Kim Cheatham to form the Annual Budget Committee with the Following: Kim Cheatham, Dan Cheatham, and Renee Burritt with be on the Committee February 28, 2025. Renee Burritt second. Motion approved unanimously.

## **VIII New Business**

### **1. Discussion/Vote**

Two vacant Director seats on the Board. If interested contact the office in writing Or by email. Qualifications 1) Be a property owner in the Association for at Least on year 2) in-good-standing on dues for the past year.

- 2. Discussion/Vote - Annual D&D weed spaying at the Hacienda and Parks.**  
Budget \$1,000 Estimated. Motion made by Kim Cheatham to approve expense seconded by Renee Burritt. Motion passed unanimously.

**3. Discussion/Vote - 2025 Reserve Project Items**

- A. Apt A replace dishwasher \$906
- B, Apt B replace hot water heater , refrigerator, washer and dryer \$4,313
- C. New flooring in the exercise room Project approved for bids with Options to be submitted to the Board for approval.

These items have reached their end of service life and beyond. Funds have already been allocated within the Reserve Budget.

Motion made by Kim Cheatham to approve all of the above 2025 Reserve Project Items, seconded by Chriss Adams. Motion passed unanimously.

- 4. Discussion/Vote - Purchase office file cabinet for ACC use. Approx \$100** Motion made by Andrea Walker to approve purchase of a file cabinet for ACC use, second by Renee Burritt. Motion passed unanimously.

- 5. Discussion/Vote - Approve renewal contract with Levy, Erlanger CPA firm that does both the Annual Independent Financial Review and the Assoc. Taxes cost for Both are approximately \$2,240.** Motion made by Chris Adams to approve the contract with Levy, Erlanger CPA firm that does the Annual Independent Financial Review and Assoc. taxes, Cost for both is approximately \$2,240, second by Kim Cheatham. Motion approved unanimously.

- 6. Discussion/Vote - Appoint Renee and Phil Anderson to the ACC Committee.** Doug McLain and Dennis Dias have offered them help for the next few months. Motion made by Kim Cheatham, second by Chris Adams. Motion passed unanimously.

- 7. Discussion/Vote-Replace broken lobby door lock with keyless code entry, office door. Approx \$200 work needs to be done by a Locksmith.** Motion made Kim Cheatham, second by Chris Adams. Motion passed unanimously.

**X Open Forum -**

Membership asked what notes they were reading from, since info was not on the Agenda in full. The Board explained, that the they had an info sheet with the full dollar amounts. Also, membership felt they should be able to comment while the Board was discussing agenda items. It was mention to use comment cards during the meeting.

**ADJOURNMENT/NEXT MEETING**

Next Board Meeting- Wednesday, March 12, 2025 at 6:30 pm. at the Hacienda.

Respectfully Submitted

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Renee Burritt-Secretary

Board Approved Minutes on March 12, 2025.