

# **CYPRESS POINT LAKES HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING**

**January 8, 2020**

## **BOARD MEMBERS**

Katerina Blazek	President
Terrie Rayl	Vice President
Wendy Wyss	Treasurer
Eduardo Chavez	Secretary
Paul Marks	Director
Daniel Paepcke	Director (absent)
Barbara Boyington	Director

## **OTHERS PRESENT**

Anna Cheadle	Community Management Services, Inc
Homeowners	

## **ITEM I - Call to Order**

- A. Katerina Blazek called the Board of Directors meeting to order at 7:00 PM in the clubhouse at 505 Cypress Point Drive in Mountain View.

## **ITEM II - Open Forum**

- A. Topics included discussion on roof antennas.

## **ITEM III - Approval of Minutes**

- A. Board reviewed Minutes from the December 11, 2019 Board meeting. Katerina Blazek made a motion to approve the minutes with minor typo corrections. The motion was seconded and carried unanimously.

## **ITEM IV – Financial Report**

- A. Every individual member of the Board present has reviewed all nine documents in accordance with California Civil Code 5500 for the month ending December 31, 2019.

## **ITEM V– Committee Reports**

- A. Landscape
  - a. Monthly walkthrough was held on 1-4-20. Terrie Rayl provided an overview and reported that the unclaimed bikes will be picked up by the police on 1-10-20.
- B. Architectural
  - a. Architectural Committee approved kitchen upgrade and modifications for unit #33.
- C. Maintenance
  - a. The Repair People Electrical Proposal- Tabled.
  - b. Wolf Plumbing Sewer Line Repair proposal was reviewed. After discussion the Board requested the following:
    - 1. Request revised quote from Wolf Plumbing to repair sewer line only and omit the concrete repair.
    - 2. Request a quote from M.Pineda to repair concrete.
    - 3. Request quote from Wolf Plumbing to repair active leak in laundry room #2 and send to Board President who will determine if an urgent meeting is needed to approve proposals. If laundry room

needs to be closed down, manager will notify residents of units nearby.

4. Request quote from CPR for remediation and related repairs.

D. Re-pipe Project – Manager will contact Brooks Construction Management on status of proposals.

E. Parking – Committee reported 8 parking violations and cars were tagged.

F. Pool & Spa – Nothing to report.

#### **ITEM VI – Association Manager’s Report**

A. Work order history report from 12/5/19 to 1/2/20 was reviewed. No action required.

B. Civil Code 5502 was reviewed. After discussion, Katerina Blazek made a motion that all electronic utilities, insurance and reserve contribution are approved by the Board for the entire year of 2020 for the purposes of California Civil Code 5502. The motion was seconded and carried unanimously.

C. Security Update – No security incidents reported.

D. Repipe Letter – Manager will work with Board President on getting the final draft mailed to homeowners (unit 49 through 60) no later than 1-17-20.

E. Election Rule Compliance – Board reviewed proposals from 3 law firms. After discussion, Wendy Wyss made a motion to approve the proposal from White & MacDonald at a cost of \$800. The motion was seconded and carried unanimously.

F. Incoming & outgoing correspondence was reviewed. Any action taken is noted below.

a. Reimbursement request from Katerina Blazek for expenses related to the holiday party was reviewed. After discussion Wendy Wyss made a motion to approve the reimbursement in the amount of \$178.29. The motion was seconded and all were in favor; except for Katerina Blazek who recused herself.

b. Noise complaint was reviewed by the Board who recommended homeowner work with neighbor to resolve concerns.

c. Reimbursement request from unit #58 related to damages from slab leak was reviewed. After discussion, Terrie Rayl made a motion to approve the reimbursement in the amount of \$134.50. The motion was seconded and carried unanimously.

#### **ITEM VII – New Business**

A. Newsletter topics to include the following reminders: place recycled items in the appropriate bins and break down cardboard boxes before placing in the cardboard dumpster. Manager will remove all articles that no longer apply.

B. Agenda Request – Include Board assignments.

#### **ITEM VIII – Adjournment**

There being no further business before the Board, the meeting was adjourned at 8:07 p.m.