

**C.P. LAKES ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
October 13, 2021**

**BOARD MEMBERS**

Terrie Rayl (absent)	President
Katerina Blazek	Vice President
Wendy Wyss	Treasurer
Barbara Boyington	Secretary
Karen Fontana	Director
Shaily Bhargav	Director
Robert Fricke (absent)	Director

**OTHERS PRESENT**

4 Homeowner(s)	CP Lakes Association Homeowners
Mike Brasil	Community Management Services, Inc. (CMS)

**Article I. Call to Order**

- (a) Association President Katerina Blazek called the meeting to order at 7:00 pm via Phone/Video Conference:  
<https://zoom.us/j/94669159048?pwd=VlIqanhEb0lCUeC0WU1tSVZ1L0l1dz09> Meeting ID: 946 6915 9048 Passcode: 797409 or Dial 1-669-900-9128 946 6915 9048 Passcode: 797409.

**Article II. Open Forum**

- (a) A homeowner reported there was a scheduled meeting with the landscape manager and no one showed up to the meeting.
- (b) A homeowner inquired about the compost bin in enclosure 10/11.
- (c) A homeowner inquired about trimming the limbs of the large tree near unit 40.
- (d) A homeowner reported the light out near unit 245/246.
- (e) A homeowner reported some of the building lights were coming on later than before due to the sensor placement and time of year.

**Article III. Approval of Minutes**

- (a) The Board of Directors reviewed the September 8, 2021 regular board meeting minutes. Barbara Boyington made a motion to approve the September 8, 2021 regular board meeting minutes. Shaily Bhargav seconded the motion and it passed unanimously.
- (b) The Board of Directors reviewed the September 8, 2021 executive board meeting minutes. Wendy Wyss made a motion to approve the September 8, 2021 executive board meeting minutes. Shaily Bhargav seconded the motion and it passed unanimously.

**Article IV. Reports**

**Section 4.01 Treasurer**

- (i) The Board review the unaudited financials dated September 30, 2021. Wendy Wyss reported on the financials. The Board discussed the year-end financial closing instructions. Wendy Wyss made a motion to approve moving the excess income to the

reserves to better fund the reserves. Katerina Blazek seconded and it passed unanimously.

#### Section 4.02 Committees

- (a) Landscape & Large Trees
  - (i) It was noted a large tree fell during the recent heavy winds.
- (b) Architectural
  - (i) The Board acknowledged the Architectural Committee reviewed and approved an architectural request from unit 170 to replace the flooring.
  - (ii) The Board acknowledged the Architectural Committee reviewed and approved an architectural request from unit 30 to replace the windows and sliding glass door.
- (c) Parking
  - (i) There was nothing to report.
- (d) Pool & Spa
  - (i) It was noted the pool heater is off for the season, and the spa heater is still on.

#### Section 4.03 Manager

- (a) Board reviewed the work orders received over the last 30 plus days.
- (b) The Board reviewed the annual working calendar. The board discussed a Holiday Party.
- (c) The Board reviewed incoming and outgoing correspondence. The Board agreed to notify the owners of the upcoming plumbing project the project has been pushed out six months.

#### **Article V. Unfinished Business**

- (a) It was noted the plumbing repipe project was pushed out 6 months and the Board agreed to notify the owners.
- (b) It was noted EKIM Painting was working on the final walk-through check list, including front doors.
- (c) The Board reviewed and discussed the CSC addendum. The Board agreed to have the quarter option noted in the addendum. Katerina Blazek made a motion to approve the CSC contract amendment with a note the quarter option to stay. Wendy Wyss seconded and it passed unanimously. Katerina Blazek made a motion to approve Terrie Rayl to review and approve the final contract the CSC with the quarter option for the Board, after it is emailed to the Board. Shaily Bhargav seconded the motion and it passed unanimously.
- (d) It was noted Terrie Rayl was working on the tennis court lights.
- (e) It was noted the exclusion work was complete and the trapping was in place, with Donovan's Pest Control, for all 10 buildings.
- (f) It was noted The Repair People was about six weeks out to provide a proposal for the lock and rekey project.
- (g) The Board agreed to add the following topics to the next newsletter: mention the pool heat is off for the season, no string lights, and water conservation information.

#### **Article VI. New Business**

- (a) The Board discussed the option of Individually metering each building and reviewed a proposal from Meternet. The Board agreed to add this to next meeting agenda.
- (b) The Board reviewed the property management agreement from Community Management Services Inc. Katerina Blazek made a motion to approve the renewal of the property management agreement with Community Management Services Inc. Wendy Wyss seconded the motion and it passed unanimously.

- (c) The Board reviewed the proposal 991246 from Plumb Tech Inc., to replace the sewer line near unit 2. Katerina Blazek made a motion to approve proposal 991246 from Plumb Tech Inc totaling \$5,500. Wendy Wyss seconded the motion and it passed unanimously.
- (d) The Board discussed the Holiday Party and agreed to put up the Holiday Tree.
- (e) The Board agreed to add the following items to next month's agenda: add GB Group balcony proposal, add information on SB326, add water bills for the last few months into the next board packet along with the Meternet.

**Article VII. Adjournment**

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 8:06 pm.

C. P. Lakes Association, Board of Directors

Katerina Blazek  
Signature

11/29/2021  
Date