

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
December 8, 2021**

BOARD MEMBERS

Terrie Rayl	President	
Bob Fricke	Vice President	
Wendy Wyss	Treasurer	
Shaily Bhargav	Secretary	
Karen Fontana	Director	
Katerina Blazek	Director	Absent
Vacant	Director	

OTHERS PRESENT

3 Homeowner(s)	CP Lakes Association Homeowners
Tammy Dominguez	Community Management Services, Inc. (CMS)

Article I. Call to Order

- (a) Association President Terrie Rayl called the meeting to order at 7:01 pm via Phone/Video Conference:

Article II. Open Forum

Unit 248 – Homeowner reported homeless making loud noise and music in the late hours.

Article III. Approval of Minutes

- (a) The Board of Directors reviewed the November 10, 2021 regular board meeting minutes Wendy Wyss made a motion to approve November 10, 2021 regular board meeting minutes as amended. Bob Fricke seconded the motion and it passed unanimously.
- (b) The Board of Directors reviewed the November 10, 2021 executive board meeting minutes. Shaily Bhargav made a motion to approve the November 10, 2021 executive board meeting minutes as changed. Bob Fricke seconded the motion and it passed unanimously

Article IV. Reports

Section 4.01 Treasurer

- (i) The Board review the unaudited financials dated November 30, 2021 Final and. Wendy Wyss reported on the financials. The Board declared every individual member of the Board has reviewed all nine of the documents in accordance with California Civil Code 5500 for the month ending November 30, 2021 Final.
- (ii) There were no CD renewals.

Section 4.02 Committees

- (a) **Landscape & Large Trees** – Terrie met with Brightview onsite and Brighview provided tree trimming proposal,

- (i) Management to contact Manuel to check status on annual trip hazard for the community. Terrie asked to make sure to add the trip hazard by unit #18 towards the clubhouse gate.

(b) Architectural

- (i) The Board acknowledged the Architectural Committee reviewed and approved unit 52 flooring, board need picture of final installation.
- (ii) The Board acknowledged the Architectural Committee reviewed and approved unit 211.
- (iii) The Board acknowledged the Architectural Committee reviewed and approved unit 85.
- (iv) The Board acknowledged the Architectural Committee reviewed and approved unit 169.
- (v) The Board acknowledged the Architectural Committee reviewed and approved unit 204.

(c) Parking

- (i) No parking update.

(d) Pool & Spa

- (i) Nothing to report

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.

- (i) Management to add to the 2022 calendar the following:

1. January - Tree Trimming schedule
2. February – GB Group Speaking at meeting for new balcony law

- (c) The Board reviewed incoming and outgoing correspondence.

- (i) **Homeowner tree request** – Management is to report back to homeowner at unit 207 that the tree was diseased and will discuss with arborist what type of tree to put in its place.

Article V. Unfinished Business

- (a) **Construction manager re-piping** – Letter went out for update
- (b) **Tennis Court LED Lights** – Terrie is working with vendor on getting LED light proposals.
- (c) **New Keys/Locks** – Board reviewed and decided table until a later time.
- (d) **Newsletter Discussion** – Tree Trimming dates
Balcony Repairs
Balcony Meeting in February

Article VI. New Business

- (a) **Tree trimming** – Wendy Wyss made a motion to approve Brightview tree trimming proposal in the amount \$15,780 of Terrie Rayl seconded the motion and it passed unanimously.

Wendy Wyss made a motion to approve Brightview tree removals in the amount \$5,050 of Terrie Rayl seconded the motion and it passed unanimously.

- (b) **PlumbTech Proposal** – Wendy Wyss made a motion to approve PlumbTech proposal in the amount \$4,800 for unit 134 & 137. Shaily Bhargav seconded the motion and it passed unanimously.
- (c) **Concrete Proposal** – Bob Fricke made a motion to approve M. Pineda Construction proposal for concrete repairs to unit 101 in the amount \$2,450. Shaily Bhargav seconded the motion and it passed unanimously.
- (d) **Club House Termites** - Terrie noted that she saw termites at the club house and asked management to get Franz Termite to do an inspection and provide options of treatment.
- (e) **Club House Streamline** – Karen Fontana wanted to have an updated process for renting the clubhouse. Wendy and management will work on to come with a process and discuss at next meeting.
- (f) **Maintenance Items**- Karen Fontana reported that the hook piece to the clubhouse door was missing and to have The Repair People install one.
- (g) **Agenda Items** – GB Group (February Meeting)

Article VII. Adjournment

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 8:17 pm.

C. P. Lakes Association, Board of Directors Approved : **January 12, 2022**