

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
January 12, 2022**

BOARD MEMBERS

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

OTHERS PRESENT

1 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 7:12 pm via Phone/Video Conference:

Article II. Open Forum

John thanked Wendy putting up and taking tree down.

Article III. Approval of Minutes

- (a) The Board of Directors reviewed the December 8, 2021 regular board meeting minutes Wendy Wyss made a motion to approve December 8, 2021 regular board meeting minutes as amended. Karen Fontana seconded the motion and it passed. Katerina Blazek abstained
- (b) The Board of Directors reviewed the December 8, 2021 executive board meeting minutes. Wendy Wyss made a motion to approve the December 8, 2021 executive board meeting minutes as changed. Shaily Bhargav seconded the motion and it passed. Katerina Blazek abstained

Article IV. Reports

Section 4.01 Treasurer

- (i) The Board review the unaudited financials dated December 31, 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 December 31, 2021 Final.
- (ii) CD renewals.
Wendy Wyss made a motion to rollover the 3 cd's that renew February 10th for \$100,00 each for 6 month cd's. Katerina Blazek, seconded the motion and unanimously passed.

Section 4.02 Committees

- (a) **Landscape & Large Trees** – Bright View is scheduled to trim trees the week of January 17th. Terrie asked if we could have the gutters cleaned after the 19th to allow for the trees to be trimmed.
- (b) **Architectural**
 - (i) The Board acknowledged the Architectural Committee reviewed and approved unit 30.
 - (ii) The Board acknowledged the Architectural Committee reviewed and approved unit 85.
 - (iii) The Board acknowledged the Architectural Committee reviewed and approved unit 182.
- (c) **Parking**
 - (i) No parking update.
- (d) **Pool & Spa**
 - (i) Pool is real dirty, vendor is asked to ensure they do a good cleaning. Pump is still not working, vendor is working on getting an alternative that works better than the passed installed pumps.

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

Article V. Unfinished Business

- (a) **Construction manager re-piping** – Currently on hold till March/April, board will address monthly if date change is needed.
- (b) **Tennis Court LED Lights** – Terrie is still working with vendor on getting LED light proposals.
- (c) **New Keys/Locks** – Board reviewed and decided table until a later time.
- (d) **Newsletter Discussion** – Do not prop open laundry room doors
Balcony Meeting in February
Please wipe down machines after each use if you have pets to be courteous

Article VI. New Business

- (a) **New Law Updates** – Board reviewed that latest new and updated laws.

Electronic Transfers – Katerina Blazek made motion that all electronic utilities, insurance and reserve contributions are approved by the board for the entire year of 2022 for the purposes of California Civil Code 5502. Motion was seconded by Terrie Rayl and unanimously passed.

- (b) **Trip Hazard Proposals** – Katerina Blazek made a motion to approve M. Pineda Construction proposal NTE \$3,500 to add the two additional areas. for unit 134 & 137. Wendy Wyss seconded the motion and it passed unanimously.
- (c) **Carport Cameras** – Terrie reported on an architectural request to install cameras at the carport that was approved. She asked if board wanted to make a policy. Board discussed and agreed to review as an induvial request comes in.
- (d) **Club House Termites** – Franz Termite is schedule to inspect clubhouse on January 19th.
- (e) **Clubhouse Fireplace** – Terrie reported the fireplace wasn't working correctly, turned off after 30 minutes. Terrie will work with Fireplace Elements to get fixed.
- (f) **Club House Streamline** – Karen Fontana and management will work on together.
- (g) **Maintenance Items-**

Letter Increase – Wendy Wyss made a motion to approve the monthly contract increase for On Time Maintenance to \$3,040, seconded by Katerina Blazek and unanimously passed.

Terrie asked to have management reach out to All Fence to give a proposal to replace the L fence at unit 46.

Management is to contact City for trip hazard that Terrie reported on Central Avenue.

- (h) **Agenda Items** – Put on March agenda to discuss in person meetings.

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 by Board _____

Signature

____ 2/9/2022 _____

Date