

**C.P. LAKES ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
July 13, 2022**

**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**

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 7:04pm via Phone/Video Conference:

**Article II. Open Forum**

Fatiha asked about bike being stolen and what can be done. Also wanted to know about her fence being replaced at unit 21.

John Martin asked the status on his shut off valve being located, he is trying to get his faucet valves replaced.

Homeowner had a question on what the process of bike storage is. Board stated they are to tag with date and unit number.

**Article III. Approval of Minutes**

- (a) The Board of Directors reviewed the June 8, 2022, regular board meeting minutes Wendy Wyss made a motion to approve June 8, 2022, regular board meeting minutes as amended with Terrie's changes. Shaily Bhargav seconded the motion and it passed.
- (b) The Board of Directors reviewed the June 8, 2022, executive board meeting minutes. Wendy Wyss made a motion to approve the June 8, 2022, executive board meeting minutes as amended with Terrie's changes. Bob Fricke seconded the motion and it passed.

**Article IV. Reports**

**Section 4.01 Treasurer**

- (i) The Board review the unaudited financials dated June 30, 2022, Final and. Wendy Wyss reported on the financials. The Board declared every individual member of the Board.

- (ii) Wendy Wyss made a motion to rollover the following cd's that renew August 11th, \$200,000 for 1 year, combine the \$46,000 and \$54,000 to 1 cd for 6 months and \$100,000 for 6 months Karen Fontana seconded the motion and it passed.

#### **Section 4.02 Committees**

##### **(a) Landscape & Large Trees**

- (i) Waiting on date of appeal for Canary Pine removal.
- (ii) Terrie Rayl made a motion to approve BrightView tree proposal to remove damaged tree in the amount of \$2,450. Shaily Bhargav seconded the motion and it passed.

##### **(b) Architectural**

- (i) Unit 160 –waiting on pictures
- (ii) Unit 44 Electrical Panel

##### **(c) Parking**

- (i) Nothing to report

##### **(d) Pool & Spa**

- (i) Terrie reported to make sure if you see geese at the pool, please scare them away.

#### **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.
  - (i) **Homeowner question** – Unit 131 – homeowner had question on bikes that left are left in the bike storage. Management is to put in newsletter.
  - (ii) **Homeowner concern** – Unit 272 had a concerned about concrete patios lifting and causing problems with the sliding glass door. Management is to a proposal.
  - (iii) **Homeowner concern** – Unit 97 has concerns about his cracked patio. Management is to get proposal.

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

##### **(a) Balconies** – Get status from GB Group on pricing on balconies

- (i) **Construction manager re-piping** – Terrie Rayl made a motion to approve PlumTech. Wendy Wyss seconded the motion and it passed.
- (ii) Management is to send out letter to the affected units 49-60 and get date of plumbing project.

##### **(b) Tennis Court LED Lights** – Installation of lights are scheduled for July 26<sup>th</sup>.

(c) **Stage 1 Bathroom** – tabled

(d) **Clubhouse doors** – tabled

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

(a) **Elections** – There are 3 terms up this year, currently we have 1 candidate running. Board will look for new replacements.

(b) **Draft Reserve Study** – Wendy Wyss made a motion to approve the reserve study with the changes Wendy made. Terrie Rayl seconded the motion and it passed.

(c) **2023 Draft budget** - Wendy Wyss made a motion to approve the draft budget with the 4% increase. Shaily Bhargav seconded the motion and it passed. Terrie opposed

(d) **PlumTech Proposal** – Terrie Rayl made a motion to approve the PlumTech proposal in the amount of \$4,500 for sewage line, by unit 37. Wendy Wyss seconded the motion and it passed.

(e) **PlumTech Proposal** – Terrie Rayl made a motion to approve the PlumTech proposal in the amount of \$6,300 for sewage line by unit 25. Bob Fricke seconded the motion and it passed.

(f) **Franz Termite** – Wendy Wyss made a motion to approve the FranzTermite proposal in the amount of \$690 for 282. Terrie Rayl seconded the motion and it passed.

(g) **Tax Engagement** – Wendy Wyss made a motion to approve the proposal in the amount of \$2,400 for Van Sloten & Laranang for financial review. Bob Fricke seconded the motion and it passed.

(h) **Gutter Cleaning** – Terrie Rayl made a motion to approve Commercial Gutter Cleaning proposal in the amount of \$17,695. Karen Fontana seconded the motion and it passed.

Management to have scheduled in late October.

(i) **Fence Proposal** - Terrie Rayl made a motion to approve All Fence proposal in the amount of \$2,500 for fence repairs at unit 21. Karen Fontana seconded the motion and it passed.

The request to push fence out was denied. Homeowner is responsible to pay for gate if wanting to add.

**Fence Proposal** – All fence proposal for unit 201 was tabled to get more information on what is exactly getting replaced.

- (j) **Asphalt Proposal** – Wendy Wyss made a motion to approve Red Line Asphalt proposal in the amount of \$25,796. Terrie Rayl seconded the motion and it passed.

Board request to have scheduled September/October.

- (k) **Maintenance Items-**  
Karen asked if she could donate a fan to the clubhouse/gym area. Board approved but said it Needed to be secured down so it wouldn't be taken.

- (l) **Newsletter Discussion –**  
No sitting on laundry tables  
Remove old bikes  
Bike lock recommendations Forget about it lock  
No personal plants in the common areas – killing vegetation  
Pool rules – 4 guests only – need to be with guests at the pool  
16 and under not allowed in hot tub

- (m) **Agenda Items –**  
Balconies  
Date for Re-pipe  
Date Asphalt

**Article VII. Adjournment**

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 8:545 pm.

C. P. Lakes Association, Board of Directors

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Signature

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Date