

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
November 9, 2022**

BOARD MEMBERS

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

OTHERS PRESENT

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

Article I. Call to Order

- (a) Terrie Rayl, HOA President called the meeting to order at 7:00pm via Phone/Video Conference:

Article II. Open Forum

Stacey thanked the board for having the gutters cleaned before the rain.

Katerina reported the spa looking dirty.

John voiced that he was unhappy with the increase in laundry fees without notice.

Michael reported that there is a rat infestation by the mailbox and tree.

Article III. Approval of Minutes

- (a) The Board of Directors reviewed the October 12, 2022, regular board meeting minutes. Wendy Wyss made a motion to approve October 12, 2022, regular board meeting minutes as amended Terrie Rayl. Bob Fricke seconded the motion and passed.
- (b) The Board of Directors reviewed the October 12, 2022, executive board meeting minutes. Katerina Blazek made a motion to approve the October 12, 2022, executive board meeting minutes. Katerina Blazek seconded the motion and passed.

Section 3.02 Treasurer

- (i) The Board review the unaudited financials dated October 31, 2022, 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 October 31, 2022, Final.

Section 3.03 Committees

(a) Landscape & Large Trees

- (i) Bright View Tree Trimming - Wendy Wyss made a motion to approve Bright View Tree trimming in the amount of \$17,150. Shaily Bhargav seconded the motion and passed.
- (ii) Bright View Tree Trimming – Katerina Blazek made a motion to approve Bright View Tree treatment in the amount of \$5,380. Wendy Wyss seconded the motion and passed.

(b) Architectural

- (i) Unit 214 – Fence – denied options
- (ii) Unit 160 – Ring Doorbell – approved- pictures sent
- (iii) Unit 260 – Window/sliding door - approved
- (iv) Unit 44 Electrical Panel – need picture of permit
- (v) Unit 213 floor and kitchen & bathroom cabinets - approved
- (vi) Unit 43 Kitchen Flooring - approved

(c) Parking

- (i) Nothing to report

(d) Pool & Spa

- (i) Pool crack – Pool vendor fixed crack

Section 3.04 Manager

- (a) Board reviewed the work orders received over the last 30 plus days.
- (b) The Board reviewed the annual working calendar. Update the bottom of the calendar.
- (c) The Board reviewed incoming and outgoing correspondence.
 - (i) **Homeowner concern** – Homeowner has concern with recent theft in parking areas. Management notified security

Article IV. Unfinished Business

- (a) **Balconies** – Justin was questioning the number of balconies and if we were adding two? There are 16 total decks, 269 and 253 were the additional.
- (b) **Construction manager re-piping** – Work has been signed off.
- (c) **Stage 1 Bathroom** – tabled
- (d) **Clubhouse doors** – tabled

Article V. New Business

- (a) **Dryer Vent Cleaning** – Katerina Blazek made a motion to approve Coit in the amount of \$1,995. Bob Fricke seconded the motion and passed.

- (b) **Fence Proposal** – Katerina Blazek made a motion to approve All Fence proposal in the amount of \$13,590 for unit 257 and \$2,990 for unit 85. Wendy Wyss seconded the motion and passed.
- (c) **Siding Repair Proposal** – Katerina Blazek made a motion to approve SCVB in the amount of \$1,272. Wendy Wyss seconded the motion and passed.

Management is to ask vendor to make sure the holes have pudding before painting.

- (d) **Fire Extinguishers** – Katerina Blazek made a motion to approve Cintas in the amount of \$6,307.88. Shaily Bhargav seconded the motion and passed.
- (e) **Vacant Board Position** – Stacey Ritter introduced herself.

Wendy Wyss made a motion to add Stacey to board to fill the vacant two-year position. Shaily Bhargav seconded the motion and passed.

Board thanked Karen for her time served on the board and she will remain on the clubhouse inspections.

- (f) **Organization of Board** – Board chose the following positions
President – Terrie Rayl
Vice President – Bob Fricke
Treasurer – Wendy Wyss
Secretary – Shaily Bhargav
Director At Large - Stacey Ritter
Director At Large - Katerina Blazek

- (g) **Communication Ideas** – Board to brainstorm quicker ways to get in touch with the community.
- (h) **Maintenance Items** – Benrich did their maintenance and repairs on boilers.

Sauna is still dirty dusty. Carpet needs to be vacuumed and needs replacement

- (i) **Newsletter Discussion** – Don't leave food outside
Happy Holidays
Check your dues statement
Do not leave valuables in car, crime is up
Do not lock door to clubhouse

- (j) **Agenda Items** –

Article VI. Adjournment

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 8:21pm.

C. P. Lakes Association, Board of Directors Approved December 14, 2022.