

**C.P. LAKES ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
February 8, 2023**

**BOARD MEMBERS**

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

**OTHERS PRESENT**

1 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 7:00 pm via Phone/Video Conference:

**Article II. Open Forum - none**

**Article III. Approval of Minutes**

- (a) The Board of Directors reviewed the January 11, 2023, regular board meeting minutes. Wendy Wyss made a motion to approve January 11, 2023, regular board meeting minutes with amended change. Terrie Rayl seconded the motion and passed.

Under article V. section (b) Gas unit should say 177-196

- (b) The Board of Directors reviewed the January 11, 2023, executive board meeting minutes. Stacie Ritter made a motion to approve the January 11, 2023, executive board meeting minutes. Wendy Wyss seconded the motion and passed.

**Section 3.02 Treasurer**

- (i) The Board review the unaudited financials dated January 31, 2023, Final and. Wendy Wyss reported on the financials. The Board declared every individual member of the Board has reviewed all the documents in accordance with California Civil Code 5500 for the month ending January 31, 2023, Final.

**Section 3.03 Committees**

**(a) Landscape & Large Trees**

- (i) Tree trimming has been completed.  
(ii) Terrie has sent 3 new trees to check if they are healthy.

A motion was made by Wendy Wyss to approve the tree proposals from Bright View tree Care in the amounts as follows: \$4,061, \$11,064 and \$980. Shaily Bhargav seconded the motion and unanimously passed.

(b) **Architectural - Management to get pictures to close out files.**

- (i) Unit 243 – Electrical and interior updates – In progress
- (ii) Unit 44 Electrical Panel – need picture of permit
- (iii) Unit 43 Kitchen Flooring - postponed

(c) **Parking**

- (i) Nothing to report

(d) **Pool & Spa**

- (i)

**Section 3.04 Manager**

- (a) Board reviewed the work orders received over the last 30 plus days.

Management to get roof report for unit 285 and email to board.

- (b) The Board reviewed the annual working calendar. Remove get reserve study

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

- (i) **Unit 82 Dry Rot** – A motion was made by Terrie Rayl to approve NTE \$800 for The Repair People. Wendy Wyss seconded the motion and unanimously passed.

**Article IV. Unfinished Business**

- (a) **Balconies** – Board asked to have the associations painting vendor do the lead test and then send results to The GB Group.

- (b) **Stage 1 Bathroom** – Tabled

- (c) **Clubhouse doors** – tabled

**Article V. New Business**

- (a) **Bike Cage/fence**– The Repair People to make repairs.

- (b) **Repiping Gas Line** – Plumbtech is working on replacing the line.

- (c) **Maintenance Items** –

- (i) Check with The Repair People to see if they have a carpenter who is able to complete the trash bins.
- (ii) Have Redline check crack in driveway and get bid.
- (iii) Light on wall by unit 45 is dangling
- (iv) Unit 236 has paint on sidewalk

(d) **Newsletter Discussion –**

- Gas on going
- Do not remove hose
- Remove any holiday decorations
- Spring cleaning deck area
- No planting in common areas

(e) **Agenda Items –**

- Bike Cages

**Article VI. Adjournment**

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 7:54pm.

C. P. Lakes Association, Board of Directors Approved March 8, 2023.