

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
April 12, 2023**

BOARD MEMBERS

Terrie Rayl	President	
Bob Fricke	Vice President	Absent
Wendy Wyss	Treasurer	
Shaily Bhargav	Secretary	Absent
Stacey Ritter	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) Terrie Rayl, President called the meeting to order at 7:00 pm via Phone/Video Conference:

Article II. Open Forum –

John reported that on the side of Central side the carport downspout is of needs to be reattached.

Article III. Approval of Minutes

- (a) The Board of Directors reviewed the March 8, 2023, regular board meeting minutes. Wendy Wyss made a motion to approve March 8, 2023, regular board meeting minutes as submitted. Stacey Ritter seconded the motion and passed.
- (b) The Board of Directors reviewed the March 8, 2023, executive board meeting minutes. Wendy Wyss made a motion to approve the March 8, 2023, executive board meeting minutes as amended. Katerina Blazek seconded the motion and passed.

Section 3.02 Treasurer

- (i) The Board review the unaudited financials dated March 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 March 31, 2023, Final.
- (ii) Wendy Wyss made a motion to rollover CD's that matures on May 4th to a 1 year CD at \$150,000 & May 11th to a 1 year CD for \$100, 000. Katerina Blazek seconded the motion and it passed.

Section 3.03 Committees

- (a) **Landscape & Large Trees**
- (i)

- (b) **Architectural - Management to get pictures to close out files.**
 - (i) Unit 214- window sliding door
 - (ii) Unit 243 – Electrical and interior updates – In progress
 - (iii) Unit 44 Electrical Panel – need picture of permit
 - (iv) Unit 43 Kitchen Flooring – postponed
- (c) **Parking**
 - (i) Nothing to report
- (d) **Pool & Spa**
 - (i) Have Ontime clean and set out pool furniture.
 - (ii) Pool pagoda is closed until the re-piping of the gas lines have been completed.
 - (iii) Management is to check what can be done with the spa discoloration. Get bids for replaster.

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.
- (c) The Board reviewed incoming and outgoing correspondence.
 - (i) **Security-** Homeowner had concerns with security after experience car stolen. Management is continuing to monitor the situation.
 - (ii) **Unit 236** – It was reported that construction has been going on, homeowner to submit arch app for work being done and to keep front entrance clean.

Article IV. Unfinished Business

- (a) **Balconies** – The GB Group submitted a balcony schedule.

Management was requested to get current and prior elevation drawings of balcony from GB Group.
- (b) **Gas Line** – Wendy Wyss made a motion to approve Plumbtech to install new gas lines for units 177-196 in the amount of \$33,000. Katerina Blazek seconded the motion and it passed.
- (c) **Stage 1 Bathroom** – Tabled
- (d) **Clubhouse doors** – Tabled

Article V. New Business

- (a) **Plumbing Clubhouse** – Wendy Wyss made a motion to approve Plumbtech to replace 25 feet section of drainage pipes to kitchen sink in the amount of \$3,500. Katerina Blazek seconded the motion and it passed.

- (b) **Siding Repair-** Terrie Rayl made a motion to approve EKIM Construction to fix siding at unit 101 in the amount of \$820. Katerina Blazek seconded the motion and it passed.
- (c) **Inspector Of Elector Bid-** Wendy Wyss made a motion to approve Condo Elect to prepare Annual mailing process in the amount of \$3,972. Terrie Rayl seconded the motion and it passed.
- (d) **Bike Cage/fence–** Management is to have The Repair People secure the lock from the inside, Terrie to send picture.
- (e) **Maintenance Items –**
 - (i) Car port outside #100 downspout is clogged.
 - (ii) Management to get permanent roof repairs for 59/60 from tree falling.
 - (iii) Have Plumbtech provide annua hydro flushing of the sewer lines in the parking lot.
 - (iv) Check with The Repair People on the status of the 6 garbage corrals.
 - (v) Management to have MP Construction to check pool deck stage 1 bricks and stage 2 pool gate next to unit 21 to grind gate doesn't close properly.
- (f) **Newsletter Discussion –**
 - Happy Spring
 - Spring Cleaning
 - Gas line repairs for new building
 - Pool closed during construction
 - Spa looks dirty but safe to use just looks dirty
- (g) **Agenda Items –**
 - Maintenance proposal for gym

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: **May 10, 2023**