

**C.P. LAKES ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
May 10, 2023**

**BOARD MEMBERS**

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

**OTHERS PRESENT**

2 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 7:06 pm via Phone/Video Conference:

**Article II. Open Forum –**

The homeowner asked about marks on the balcony, homeowner will send picture. Will also check to see if their balcony is being done.

Unit 126 would like a tree in their backyard.

Stacey brought up to remind owners to turn in their postcards, the city received 200 and need 250.

**Article III. Approval of Minutes**

(a) The Board of Directors reviewed the April 12, 2023, regular board meeting minutes. Katerina Blazek made a motion to approve April 12, 2023, regular board meeting minutes as submitted. Stacey Ritter seconded the motion and passed.

(b) The Board of Directors reviewed the April 12, 2023, executive board meeting minutes. Katerina Blazek made a motion to approve the April 12, 2023, executive board meeting minutes as amended. Wendy Wyss seconded the motion and passed.

Homeowner misspelled

**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 April 30, 2023.
- (ii) Budget – Have Bill account plan to increase for balconies.

### **Section 3.03 Committees**

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

- (i) Terrie will be meeting with arborist to go over trees.
- (ii) Water has been turned on and irrigation repairs are being done

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

- (i) Unit 217 - Windows
- (ii) Unit 214- Window sliding door
- (iii) Unit 243 – Electrical and interior updates – In progress
- (iv) Unit 44 Electrical Panel – need picture of permit

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

- (i) Nothing to report

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

- (i) Terrie will purchase 6 trash cans
- (ii) Terrie will purchase pool furniture, 4 chaise lounges and table for stage 1 pool.

### **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) **Piano Donation** – Board reviewed request to donate piano to clubhouse and decided that the HOA didn't want to be responsible for maintenance.
- (ii) **Tree/plant Donation** – Board reviewed homeowner request to donate jasmine and fig tree. Board decided the fig trees attract rats and jasmine has a strong smell.

### **Article IV. Unfinished Business**

(a) **Balconies** – On hold while drawings are being done.

(b) **Gas Line** – Scheduled to be finished May 19<sup>th</sup>.

(c) **Stage 1 Bathroom** – Tabled

(d) **Clubhouse doors** – Tabled

### **Article V. New Business**

(a) **Concrete Repairs** –Terrie Rayl made a motion to approve MP Civil Engineering in the amount of \$3,420. Katerina Blazek seconded the motion and passed.

(b) **Franz Termite** – Wendy Wyss made a motion to approve Franz Termite in the amount of \$940.00. Katerina Blazek seconded the motion and passed.

(c) **All Fence Proposal** - Wendy Wyss made a motion to approve All Fence proposal in the amount of \$4,190. Katerina Blazek seconded the motion and passed.

(d) **Maintenance Gym Proposal**- Board discussed and felt that the maintenance schedule is not necessary and will call as needed.

(e) **Bike Cage/fence**– Management is waiting on proposal to add metal screening around bike cage.

(f) **Maintenance Items -**

i. **Wharf Hydrants** – Katerina Blazek made a motion to approve Cintas proposal to test the hydrants in the amount NTE \$12,000. Terrie Rayl seconded the motion and passed.

ii. **Asphalt** - Management is to have Redline check the alligator and the potholes.

iii. **Fountain** - Wendy Wyss made a motion to remove the water fountain and cap off. Katerina Blazek seconded the motion and passed.

(g) **Newsletter Discussion –**

Send post card from Mountain View City

Spring cleaning

No Planting in common area

Balcony Project keep an eye out for notices

Thank you to Melisse #42 for meet your neighbor potluck

Sweep cobwebs to keep spiders away

Once piping is done, pool will open

(h) **Agenda Items –**

Summer Pot Luck

Budget

Insurance

#### **Article VI. Adjournment**

(a) There was no further business before the Board and the meeting was unanimously adjourned at 8:40pm.

C. P. Lakes Association, Board of Directors Approved: **June 14, 2023**