

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
July 19, 2023**

BOARD MEMBERS

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

OTHERS PRESENT

3 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 7:01 pm via Phone/Video Conference:

Article II. Open Forum –

George asked about insulation.

Article III. Approval of Minutes

(a) The Board of Directors reviewed the June 14, 2023, regular board meeting minutes. Katerina Blazek made a motion to approve June 14, 2023, regular board meeting minutes as amended. Bob Fricke seconded the motion and passed.

Correction - Page 2 section 3.04 (i) no attic

(b) The Board of Directors reviewed the June 14, 2023, executive board meeting minutes. Katerina Blazek made a motion to approve the June 14, 2023, executive board meeting minutes as amended. Wendy Wyss seconded the motion and passed.

Section 3.02 Treasurer

(i) The Board review the unaudited financials dated June 30, 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 June 30, 2023.

Tabled received late

(ii) Wendy Wyss made a motion to rollover CD's that matures August 10, 2023 for \$200,000 to a 1 year CD. Terrie Rayl seconded the motion and it passed.

Section 3.03 Committees

(a) Landscape & Large Trees

- (i) Terrie working with tree vendor on tree trimming

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

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

Unit 213 still needs window trim on the exterior painted.

(c) Parking

- (i) Nothing to report

(d) Pool & Spa

- (i) Spa proposals tabled for next meeting, waiting on additional bids

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) **Homeowner Request** – Crime Report- reviewed

Article IV. Unfinished Business

- (a) **2024 Draft Budget** – tabled to August board meeting

(b) Concrete Proposal –

- (i) Wendy Wyss made a motion to approve MP Civil Engineer to replace concrete at 194&221 in the amount of \$2,140. Terrie Rayl seconded the motion and it passed.

- (c) **Balcony update** – Wendy Wyss made a motion to approve The GB Group in the amount of \$79,912.12 for lower deck rebuild. Katerina Blazek seconded the motion and it passed.

- (d) **Stage 1 Bathroom** – Tabled

- (e) **Clubhouse doors** – Terrie received bids and were higher than expected, tabled to next year.

Article V. New Business

- (a) **Summer Potluck** – Scheduled for August 20th from 3:00 to 7:00pm.

- (b) **Gutter Proposal** – Wendy Wyss made a motion to approve Commercial Gutter to clean gutters in the amount of \$17,695. Katerina Blazek seconded the motion and it passed.

1st cleaning to be scheduled for late October and 2nd cleaning Feb/March.

- (c) **Fence Proposal** – Wendy Wyss made a motion to approve All Fence Proposal to replace fence in the amount of \$5,660. Katerina Blazek seconded the motion and it passed.

Management is to contact Adult Education to see if they will share in the cost.

- (d) **Termite Proposal 235&252** - Wendy Wyss made a motion to approve Franz Termite proposals in the amount of \$740 & \$940. Terrie Rayl seconded the motion and it passed.
- (e) **Insulation** – Board discussed and waiting on legal opinion.
- (f) **Maintenance Items** – Terrie will send list from her site walk.
- (g) **Newsletter Discussion** –
Add Potluck date 8/20 3-7pm
Balcony Project
Pool – limited guest to 4 and unit owner needs to be present
- (h) **Agenda Items** –
Budget
June/July financials

Article VI. Adjournment

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 8:06pm.

C. P. Lakes Association, Board of Directors Approved August 9, 2023.