

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
September 13, 2023**

BOARD MEMBERS

Terrie Rayl	President
Bob Fricke	Vice President
Wendy Wyss	Treasurer
Shaily Bhargav	Secretary
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 7:00 pm via Phone/Video Conference:

Article II. Open Forum – Bob asked to have rocks removed to another area.

Article III. Approval of Minutes

(a) The Board of Directors reviewed the August 9, 2023, regular board meeting minutes. Stacey Ritter made a motion to approve August 9, 2023, regular board meeting minutes as submitted. Wendy Wyss seconded the motion and passed.

Bob Fricke and Katerina Blazek abstained

(b) The Board of Directors reviewed the August 9, 2023, executive board meeting minutes. Wendy Wyss made a motion to approve the August 9, 2023, executive board meeting minutes as submitted. Stacey Ritter seconded the motion and passed.

Section 3.02 Treasurer

- (i) The Board review the unaudited financials dated August 31, 2023 Final end. 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 August 31, 2023.

Section 3.03 Committees

(a) Landscape & Large Trees

- (i) Terrie Rayl working with Bright View tree company to walk the property October 18th to remove broken branches in trees.

Wendy Wyss made a motion to approve NTE \$5,000 for tree trimming of broken branches. Katerina Blazek seconded the motion and passed.

- (ii) **Irrigation check**
- (iii) **Common Ground** - Wendy Wyss made a motion to approve increase in monthly landscape. Katerina Blazek seconded the motion and passed.
- (iv) **Lakes** – Board discussed option of lakes and fencing.
- (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

Management to write letter to homeowner that the HOA will have painted and billed back to homeowner.

(c) **Parking**

(d) **Pool & Spa**

- (i) **Spa Tile** – Terrie Rayl made a motion to approve installing mini koyn/Colbat 1"x1". Wendy Wyss seconded the motion and passed.

Management to check to see if there is an extra charge for the tile picked.

Management is to check the spa temperature and if is on a timer.

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** – Balcony Question – Board reviewed and sent to vendor

Article IV. Unfinished Business

- (a) **Balcony update** – The balcony project has started.
- (b) **Stage 1 Bathroom** – Tabled

Article V. New Business

- (a) **Board Election** – Quorum was not reached, meeting rescheduled till October.
- (b) **Pacific Water Art Proposals Koi Treatment**– Terrie Rayl made a motion to approve Pacific Water proposal to replace 2 pump in the amount of \$2,700 . Wendy Wyss seconded the motion and passed.

- (c) **Pacific Water Art Dry Vault Proposal** – Terrie Rayl made a motion to approve Pacific Water proposal to replace the dry vault in the amount of \$9,465. Katerina Blazek seconded the motion and passed.
- (d) **MP Civil Engineering Proposal** – Bob Fricke made a motion to approve MP Civil Engineers proposal to replace the dry vault in the amount of \$3,570. Katerina Blazek seconded the motion and passed.
- (e) **Maintenance Items** –Homeowner made a request have a pod in parking lot for 3 months for a remodel.

Stacey Ritter made a motion to declined request to have pod in parking for 3 months, 3 days max. Katerina Blazek seconded the motion and passed.

Management is to have MP Civil Engineers do their annual sidewalk inspection.

Management is to have The Repair People Fence by the clubhouse to have the post reset.

- (f) **Newsletter Discussion** –
 - No Common area planting – Plants are restricted to pots in balcony or patio
 - No cutting plants
 - No putting gold fish in ponds
 - Budget dues increase
- (g) **Agenda Items** –
 - Window - Milgrad

Article VI. Adjournment

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 8:03 pm.

C. P. Lakes Association, Board of Directors Approved October 11, 2023.