

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
October 11, 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

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 7:02pm via Phone/Video Conference:

Article II. Open Forum – none

Article III. Approval of Minutes

(a) The Board of Directors reviewed the September 13, 2023, regular board meeting minutes. Wendy Wyss made a motion to approve September 13, 2023, regular board meeting minutes as amended. Katerina Blazek seconded the motion and passed.

Milgard spelled incorrectly

(b) The Board of Directors reviewed the September 13, 2023, executive board meeting minutes. Wendy Wyss made a motion to approve the September 13, 2023, executive board meeting minutes as submitted. Katerina Blazek seconded the motion and passed.

Section 3.02 Treasurer

- (i) The Board review the unaudited financials dated September 30, 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 September 30, 2023.
- (ii) Wendy Wyss made a motion to roll over \$112,300.68 from operating to reserves., Stacey Ritter seconded the motion and passed.

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.

Katerina Blazek made a motion to approve Bright View Tree care to remove broken branches in the amount of \$2,780. Stacey Ritter seconded the motion and passed.

(ii) **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

(c) **Parking**

(d) **Pool & Spa**

(i) Pool heat – turn off October 15th

(ii) **Spa Resurface Date** – Keep the date vendor anticipates

It was reported that the spa has no light at night, needs to be programmed from 4pm – 8pm.

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** –

Article IV. Unfinished Business

(a) **Concrete Annual trip hazard** – Wendy Wyss made a motion to approve MP Civil to do trip hazards in the amount of \$3,220. Terrie Rayl seconded the motion and passed.

(b) **Balcony update** – The balcony project has started. Trek is on back order for lower decks.

(c) **Stage 1 Bathroom** – Tabled

Article V. New Business

(a) **Board Election** – Terrie Rayl made a motion to appoint John Lindquist, Katerina Blazek, Shaily Bhargav and Bob Fricke to fill vacant positions on the board. Stacey Ritter seconded the motion and passed.

Terrie Rayl – President
Bob Fricke – Vice President
Wendy Wyss - Treasurer
Shaily Bhargav - Secretary
Stacey Ritter – Director at large
Katerina Blazek – Director at large
John Lindquist – Director at large

- (b) **Clubhouse heater proposal– tabled**
- (c) **Window Milgard – add to agenda**
- (d) **City of Mountain View** – Terrie Rayl discussed the City' upcoming meeting on the corridor project. Wanted to see if any was interested in coming to Mountain View City meeting.
- (e) **Maintenance Items** – Water fountain still has not been removed. Contact Plumbtech to have capped off and removed.

Fence post by Clubhouse needs repairs.

- (f) **Newsletter Discussion –**
Happy Halloween
Budget dues
Annual Meeting Results
Mtn View Results
- (g) **Agenda Items –** Milgard Windows
Fences/Pool 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 November 8, 2023.