

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
June 12, 2024**

BOARD MEMBERS

Terrie Rayl	President	
Vacant	Vice President	
Wendy Wyss	Treasurer	
Shaily Bhargav	Secretary	Absent
Stacey Ritter	Director	
Katerina Blazek	Director	
John Lindquist	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 7:00 pm via Phone/Video Conference:

Article II. Open Forum –Homeowner

Katerina Blazek asked about new management software and when financial history will be available. She also asked to have the website updated with new software information. Management is to ask if there is a way to set up a payment reminder.

Article III. Approval of Minutes

(a) The Board of Directors reviewed the May 8, 2024 regular board meeting minutes. Wendy Wyss made a motion to approve May 8, 2024, regular board meeting minutes as submitted. Katerina Blazek seconded the motion and passed.

John Linquist abstained

Section 3.02 Treasurer

- (i) The Board reviewed the unaudited financials dated May 31, 2024.
- (ii) 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 May 31, 2024.
- (iii) Wendy Wyss made a motion to roll over cd expiring July 5th, in the amount of \$100,000 for 1 year term. Katerina Blazek seconded the motion and passed.

Section 3.03 Committees

(a) Landscape & Large Trees

- (i) **Tree Inspection** – John Linquist made a motion to approve Monarch Tree Service to remove broken limbs in the amount of \$3,680. Katerina Blazek seconded the motion and passed.

- (ii) **Tree Inspection** – John Linquist made a motion to approve Monarch Tree Service to remove broken limbs in the amount of \$3,680. Katerina Blazek seconded the motion and passed.
- (iii) **Root Barrier/257-** Wendy Wyss made a motion to approve Monarch Tree Service to add root barrier in the amount of \$3,980. Katerina Blazek seconded the motion and passed.

Section 3.04

- (i) **Lakes** –
- (b) **Architectural - Management to get pictures to close out files.**
 - (i) Unit 208 - Sliding doors - Approved
 - (ii) Unit 211 - insulation – Approved
- (c) **Parking** – parking committee is monitoring.
- (d) **Pool & Spa**
 - (i) **Pool/fence update** – Vendor says that the pool fence should be completed by the 25th.
 - (ii) **Pool Leak/Update** – Terrie Rayl made a motion to approve B&B Pool Repairs to changing lighting in the amount of \$5,293.60. John Lindquist seconded the motion and passed.

Article IV.

Section 4.01 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.

Article V. Unfinished Business

- (a) **Laundry Room Roof Change Order** – Stacey Ritter made a motion to approve All seasons Roofing Repairs to a ventilation in the amount of \$1,966.50. John Lindquist seconded the motion and passed.
- (b) **Clubhouse Heater** – Still waiting on proposal
- (c) **CSC Renewal Contract** – The revised contract should have the following:
 1. \$1.50 wash
 2. \$1.50 dry
 3. 5 year contract
 4. Both parties agree on increase

Once contract received send to board for review.

(d) **Balcony Update** – The GB group will have balcony proposal intime for next board meeting.

(e) **Stage 1 Bathroom** – Tabled

Article VI. New Business

(a) **Insurance** – Management will email insurance renewal for approval due to the insurance renewal of June 30th.

(b) **Gazebo Bench Proposal** – Terrie Rayl made a motion to approve SCVB to add bench on deck at gazebo in the amount of \$6,512. Stacey Ritter seconded the motion and passed.

(c) **Hydro Flushing** – Katerina Blazek made a motion to approve PlumbTech to hydroflush sewer in the amount of \$6,300. John Lindquist seconded the motion and passed.

(d) **Pacific Water Art Proposal** – John Linquist made a motion to approve Pacific Water Art proposal to fix pump vault in the amount of \$8,695. Stacey Ritter seconded the motion and passed.

(e) **Parking** – executive session

(f) **Railing** – tabled for further discussion

(g) **Rental amendment** – Working with attorney to write up.

(h) **Maintenance Items** – John Linquist made a motion to approve the Repair People to order 4 garbage dumpsters. Wendy Wyss seconded the motion and passed.

(i) **Newsletter Discussion** – Recycle in proper bins/fine
CINC -Paying Assessments
Parcel by front door/ keys missing
Laundry Room Pricing
No charcoal barbecue/1 pound canister

(j) **Agenda Items** – Insurance
CSC Contract

Article VII. Adjournment

(a) There was no further business before the Board and the meeting was unanimously adjourned at 8:34pm.

C. P. Lakes Association, Board of Directors Approved July 10, 2024