

**C.P. LAKES ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
July 10, 2024**

BOARD MEMBERS

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

OTHERS PRESENT

5 Homeowner(s)	CP Lakes Association Homeowners
Tammy Dominguez	Community Management Services, Inc. (CMS)

Article I. Call to Order

- (a) Tammy Dominguez, Management called the meeting to order at 7:00 pm via Phone/Video Conference:

Article II. Open Forum –Homeowner

Homeowner reported that they were unhappy with the lack of hot water and continual problem.

Article III. Approval of Minutes

- (a) The Board of Directors reviewed the June 12, 2024 regular board meeting minutes.

Wendy Wyss made a motion to approve June 12, 2024, regular board meeting minutes as amended. Katerina Blazek seconded the motion and passed.

Remove 3.3 A it is duplicate a

Section 3.02 Treasurer

- (i) The Board reviewed the unaudited financials dated June 30, 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 June 31, 2024.
Stacey Ritter abstained
- (iii) Wendy Wyss made a motion to roll over July 26th CD in the amount of \$150,000 for 1 year. Katerina Blazek seconded the motion and passed

Section 3.03 Committees

(a) Landscape & Large Trees

- (i) The Japanese Maple tree at unit 219 & 210 was trimmed by the landscapers.

Section 3.04

- (i) **Lakes** – Vendor working on repairs
- (b) **Architectural - Management to get pictures to close out files.**
 - (i) Unit 149 - bathroom remodel - Approved
 - (ii) Unit 128 - insulation – Approved
- (c) **Parking** – parking committee is monitoring.
- (d) **Pool & Spa**
 - (i) **Pool/fence update** – Fences and gates are up. TRP will install the locks.
 - (ii) **Pool Leak/Update** –Vendor working on repairs

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.
 - (i) **Allied Security Increase letter** - Wendy Wyss made a motion to approve Allied increase. Katerina Blazek seconded the motion and passed.

Management is to get a comparable bid, for 3 times a week 7 days a night.

Article V. Unfinished Business

- (a) **Clubhouse Heater** – Still waiting on proposal
- (b) **CSC Renewal Contract** – Management has not received the updated contract.
- (c) **Balcony Update** – Wendy Wyss made a motion to approve GB Groups proposal to replace decks in the amount of \$549,408.56. John Lindquist seconded the motion and passed.
- (d) **Laundry Room Update**- tabled until washing and dryer units are switched out
- (e) **Stage 1 Bathroom** – Tabled

Article VI. New Business

- (a) **Insurance** – Wendy Wyss made a motion to approve hazard insurance in the amount of \$102,255 and earthquake insurance at \$78,979.08. Stacey Ritter seconded the motion and passed.
- (b) **Gutter Cleaning** – Wendy Wyss made a motion to approve Commercial Gutter cleaning in the amount of \$17, 695 for 2-time cleanings. Katerina Blazek seconded the motion and passed.
1st cleaning end of October 2nd cleaning February

- (c) **All Fence Proposal** – Wendy Wyss made a motion to approve All fence proposal in the amount of \$2,380 for unit 25. John Lindquist seconded the motion and passed.
- (d) **CPA Audit/Review proposal** –Wendy Wyss made a motion to approve Audit proposal in the amount of \$2,200. Katerina Blazek seconded the motion and passed.
- (e) **Franz Termite** – Wendy Wyss made a motion to approve Franz Termite proposal in the amount of \$780 for unit 200. Katerina Blazek seconded the motion and passed.
- (f) **Draft Budget** – tabled for review

Management to email accounting to see the basis of the utilities increases and let the board know.

- (g) **Maintenance Items** – Paving patch Repair
- (h) **Newsletter Discussion** – CINC
 - Balcony project
 - Pool update
 - Mix it valve
- (i) **Agenda Items** – Budget

Article VII. Adjournment

- (a) There was no further business before the Board and the meeting was unanimously adjourned at 8:41 pm.

C. P. Lakes Association, Board of Directors Approved August 14, 2024