

**C.P. LAKES ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
January 14, 2026**

**BOARD MEMBERS**

|                    |                |
|--------------------|----------------|
| Terrie Rayl        | President      |
| John Lindquist     | Vice President |
| Manuel Centeno     | Treasurer      |
| Marilyn G. Roberts | Secretary      |
| Stacey Ritter      | Director       |
| Wendy Wyss         | Director       |
| Vacant             | Director       |

**OTHERS PRESENT**

|                 |                                           |
|-----------------|-------------------------------------------|
| 1 Homeowner(s)  | CP Lakes Association Homeowners           |
| Tammy Dominguez | Community Management Services, Inc. (CMS) |

**Article I. Call to Order**

Terrie Rayl called the meeting to order at 7:02pm via Phone/Video Conference:

**Article II. Open Forum –**

Homeowner reported that their bike was stolen. Fortunately they were able to get back they had put tile tracker on it.

**Article III. Approval of Minutes**

The Board of Directors reviewed November 12, 2025 regular board meeting minutes.

Manuel Centeno made a motion to approve November 12, 2025, regular board meeting minutes as submitted. Wendy Wyss seconded the motion and passed.

**Article IV. Treasurer**

- (i) November 30, 2025 & December 31, 2025.
- (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 November 30, 2025 & December 31, 2025.
- (iii) **Reserve Investments** – Manuel Centeno made a motion to approve rolling over 1/15 cd for \$1000,000 for 1 year and moving \$250,000 from money market to a 6 month CD. Wendy Wyss seconded the motion and passed.
- (iv) **Wire Transfers** – Terrie Rayl made a motion that all electronic utilities, insurance and reserve contributions are approved by the Board for the entire of year of 2026 for the purposes of California Civil Code 5502. John Lindquest seconded the motion and passed.

**Article V. Committees**

**Landscape & Large Trees**

- (i) Tree next to unit #69 & #70 by gutter caused flooding to both units. Terrie and landscaper walked the property and noted other areas and will have addressed.
  - (ii) John Lindquist made a motion to approve Medallion Landscape contract and auto pay of monthly landscape maintenance payment. Marilyn G. Roberts seconded the motion and passed.
- (b) **Architectural - Unit 69- Sliding glass Door – Approved  
Unit 137 - Windows - Approved**
- (c) **Parking** – Letter to unit #91 needs to be sent
- (d) **Pool & Spa – nothing to report**

**Article VI. 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.
- (d) **Homeowner Request**
  - (i) **Homeowner concerns -**

**Article VII. Unfinished Business**

- (a) **Clubhouse Heater** – Waiting on clubhouse remodel before installing new heater.
- (b) **Stage 1 Bathroom/clubhouse remodel** – tabled
- (c) **CC&R Amendment** – tabled
  
- (d) **Re-keying community** –John Lindquist made a motion to Foster Brothers proposal to rekey pool/laundry room key in the amount of \$2,459.50 and clubhouse/tennis keys in the amount of \$8,601.79. Manuel Centeno seconded the motion and passed.
  
- (e) **Pond Proposals** – John Lindquist made a motion to Pacific Water Art proposals in the amount of \$55,905 to make repairs to the pond. Manuel Centeno seconded the motion and passed.

**Approved Proposals as follows:**

- 1. Clubhouse lake New sand filter, backwash valve & sand media - \$9,155
- 2. Large lake drain & clean Proposal - \$28,500
- 3. Large lake New sand filters & Media - \$18,250
  
- (f) **Smoking Signs** – TRP will pick up signs and meet with Terrie to install and specific locations.
- (g) **Tennis Rules** – Board reviewed responses and adopted rules as is.

Terrie Rayl will scheduled lights to be turned off at 9:30.

**Article VIII. New Business**

- (a) **CP Lakes Audit** – Terrie Rayl made a motion to approve CPA audit. Wendy Wyss seconded the motion and passed.
  
- (b) **Cintas Fire Extinguishers** –Terrie Rayl made a motion to approve Cintas proposal in the amount of \$8,430.59 to service fire Extinguishers. Wendy Wyss seconded the motion and passed.
  
- (c) **Cintas Report and repairs Proposal** – Terrie Rayl made a motion to approve Cintas proposal in the amount of \$4,723.04 to make repairs to fire sprinklers. Wendy Wyss seconded the motion and passed.
  
- (a) **Benrich Tank Proposal** – Terrie Rayl made a motion to approve Benrich proposal in the amount of \$11,233.30 to replace extra water tank. John Lindquist seconded the motion and passed.
  
- (b) **Shower/Mix it valves** – Terrie Rayl & John Lindquist are working on checking all units in two buildings for old mix-it valves. There are owners continuously experiencing limited hot water.

Terrie Rayl made a motion to approve her to contact legal to write letters to owners who don't comply to replace mix-it valve. John Lindquist seconded the motion and passed.

Terrie Rayl made a motion to approve her to send letters out giving notice of deadline to replace valve. Wendy Wyss seconded the motion and passed.

(c) **Capital Improvements** – John Lindquist made a motion to approve NTE \$7,175 to replace clubhouse patio door. Manuel Centeno seconded the motion and passed.

(d) **Maintenance Items** – Pool table leg is broken, Terrie Rayl is looking for repairs and refurbishing.

(e) **Newsletter Discussion – tile tracker on bikes**

Gutter cleaning 2/2-2/7

Bike Locker Audit

2/1 tagged by 3/1 tags will be in bike cages

(f) **Agenda Items –**

**Article II. Adjournment**

(a) There was no further business before the Board and the meeting was unanimously adjourned at 8:35pm.

C. P. Lakes Association, Board of Directors Approved \_\_\_\_\_