



## Canyon Lakes Property Owners Association Board Meeting

January 10, 2023

The meeting was called to order at 7:00 P.M. by John Scheer at the Villas clubhouse.

Attendance: Patty Aoyama, Jerry Campbell, Mary Kay Edwards, Teresa Frost, Emma Mercado, Dave Ottley, John Scheer, Jim Stottlemire, Chris Winkley, and Tamme Ward

Not in attendance: Reid Klei

**Guests:** The following guests were in attendance at the meeting: Kelly Bolstad, Bill Edwards, Max Cooper Ford, Mark Griffin, Steven and Beth Hitt; Lyle and Janelle Kensler, Duane Klotz, Amber Moore, Karla Palmer, and April Stone

### **Meeting:**

Minutes from the general monthly meeting held on December 13, 2022, were reviewed. A motion was made to approve the December 13, 2022, minutes by Emma Mercado, seconded by Patty Aoyama, and approved.

Financial statements for December 2022 were reviewed. A motion was made to approve the financial statements by Chris Winkley, seconded by Mary Kay Edwards, and the motion was carried.

**President's Report:** John Scheer gave the President's report. Not a lot going on in December. Mary Kay asked about litigation results. John gave a commentary on the notification and litigation process regarding rule violations.

**ARC Report:** Dave Ottley gave the ARC report. Very quiet this winter and more so than last winter, which was the tail end of the pandemic. Dave gave a description of the ARC approval yard sign and process.

**Landscape Report:** John Scheer gave the landscaping report. Landscaping is slower in winter. The Heritage Landscaping contract is expiring this January. The community needs a large contractor to perform landscaping. Only one contractor responded to the Association's landscaping request for bids; other contractors cited being short-handed.

A motion was made by Dave Ottley to approve the Heritage Landscaping bid, Chris Winkley seconded, and the motion was approved.

**CC&R Report:** Patty Aoyama gave the CC&R report. Violation tracking will start including open as well as new violations.

**Long-Range Planning:** Mary Kay Edwards gave the Long-Range Planning Report. She has tried to contact Reid Klei several times without success. Dave Ottley said there are 36 mailbox banks: all older mailboxes have been replaced. There are still mailboxes that will get solar lights.

**Secretary Report:** Emma Mercado did not have any items for the Secretary report.

**Financial Report:** Teresa Frost stated the financial information is in the statements provided.

Manager's Report: Tamme Ward gave Manager's report. Annual meeting notices and 2023 assessments have been sent out. A total of 191 ballots were received as of 1/10/2023.

**New Business:**

Amber Moore reported that a neighborhood watch meeting was held with 12 members last week. She is in contact with Roman Trujillo of KPD. Tamme Ward will be POC for KPD.

Homeowner attendees asked for a closed Facebook group or other social media presence for community homeowners only.

A motion to appoint Amber Moore to the board of directors was made by Chris Winkley, seconded by Dave Ottley, and the motion passed.

Mary Kay Edwards made a motion to change the number of required members of the board of directors from 11 to a range of 11 to 15 directors, Dave Ottley seconded the motion, and the motion passed.

Tamme Ward requested that the annual presentation content from each committee be forwarded to her by February 1, 2023.

Meeting adjourned at 8:26 p.m

**Action Items:**

*Note: Action Items due dates are end of day unless otherwise stated.*

**December 13, 2022**

- Board on 47<sup>th</sup> Court – Craig Walker to contact Ron Asmus's lawyer
- Board continues to review revised master documents – Craig Walker to review - Jodi/Tamme requested review be completed by 11/15/2022 with a second request for 11/17/2022 with no response
- Tamme is awaiting a response from Craig Walker on the plywood fencing issue at 1208 Canyon Lakes Drive; response requested by 11/15/2022 with a second request on 11/11/2022 with no response
- Tamme requested December newsletter articles by December 27, 2022; Chris Winkley will have an article for the December newsletter. [Completed 12/27/2022](#)
- Long-range planning report is being updated – [a Google drive has been created for Long-Range Planning documents.](#)

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- Tamme is awaiting a response from Craig Walker on the plywood fencing issue at 1208 Canyon Lakes Drive; a response was requested by 11/15/2022, a second request on 11/11/2022, and a third request on 1/4/2023 with no response.
- Tamme is to contact the City of Kennewick by March 15, 2023, to find out if Kennewick is doing an annual traffic meeting in June.