



## Canyon Lakes Property Owners Association Board Meeting

February 14, 2023

The meeting was called to order at 8:00 P.M. by John Scheer at the Canyon Lakes Golf Course.

Attendance: Patty Aoyama, Jerry Campbell, Reid Klei, Emma Mercado, Dave Ottley, John Scheer, Jim Stottlemire, Chris Winkley, and Tamme Ward

Not in attendance: Mary Kay Edwards and Teresa Frost

**Guests:** There were no guests in attendance at the meeting

### **Meeting:**

Minutes from the general monthly meeting held on January 10, 2023, were reviewed. A motion was made to approve the January 10, 2023, minutes by Dave Ottley, seconded by Emma Mercado, and approved.

Financial statements for January 2023 were reviewed. A motion was made to approve the financial statements by Chris Winkley, seconded by Patty Aoyama, and the motion was carried.

President's Report: John Scheer gave the President's report. Jerry Campbell asked if John had any outstanding issues, and John stated he just had the outstanding legal issues and a desire to change to another lawyer.

ARC Report: Dave Ottley gave the ARC report. There were several ARC applications that required further discussion among the committee to resolve; one application was rejected.

Landscape Report: Jim Stottlemire gave the landscaping report. Reid Klei said that the lights on the Irby monument are out again. Brashear Electric is the electrician that needs to be called. Jerry Campbell asked if the City signed off the 27<sup>th</sup> Ave Streetscape, and John Scheer said they had.

CC&R Report: Patty Aoyama gave the CC&R report. Tamme Ward discussed the method used to determine ongoing violations and the follow-up notifications to homeowners.

Long-Range Planning: Amber Moore gave the Long-Range Planning Report. The neighborhood committee would like to distribute a neighborhood flyer and would like the Board to approve the flyer and distribution. The neighborhood watch still needs a representative for South Hills. Mary Kay Edwards has been contacting contractors to get information and the costs of the speed humps for traffic calming. She also relayed that the City is requiring all new developments to have traffic calming.

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

Manager's Report: Tamme Ward gave Manager's report. She relayed to the BOD that she met with Jason Celski on February 2, 2023, and has an appointment on February 16, 2023, with Walkers' office to determine the status of all outstanding legal issues. Accounts receivables are now set up in the accounting system, and all invoicing and payments are being processed through the accounting system. This setup eliminates some duplication of efforts and entries from the prior system, provides for automatic finance charges application to past due invoices, and gives the Association the ability to automatically email invoices to the homeowners. She is also working with Community First Bank to see what online payment options are available for electronic payment of invoices.

### **New Business:**

Dave Ottley nominated Jerry Campbell for President, and the nomination was seconded by Chris Winkley. Mary Kay Edwards nominated Chris Winkley for President, and he declined the nomination. Nominations were closed without additional nominations. The board voted, and Jerry Campbell was elected as the President.

Jerry stated he would like to have two vice presidents as stated in the bylaws. Chris read the bylaws regarding vice presidents to the Board. Patty Aoyama nominated Emma Mercado for Vice President and Reid Klei seconded the nomination; Jerry Campbell nominated Dave Ottley and Jim Stottlemire as Vice Presidents, and both nominations were seconded by Chris Winkley. Nominations were closed and a blind election was conducted to determine which candidates would be elected to the first Vice President and the second Vice President positions. Dave Ottley was elected to the first Vice President position, and Jim Stottlemire was elected to the second Vice President position.

John Scheer recommended the Board postpone electing other directors to open positions until the March board meeting, so Board has an opportunity to meet the candidate(s) before elections. The Board agreed to postpone further elections.

With Patty retiring from the Board, the functions of the CC&R contractors were discussed, and Amber recommended that each board member monitor their neighborhood.

Meeting adjourned at 9:10 p.m.

### **Action Items:**

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

#### **January 10, 2023**

- 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; 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.
- Long-range planning report is being updated - [a Google drive has been created for Long-Range Planning documents.](#)
- 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.

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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 has a meeting with Craig Walkers' office on 2/16/2023, to get statuses on outstanding legal issues.](#)
- 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.