



Canyon Lakes Property Owners Association Board Meeting
March 14, 2023

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

Attendance: Jerry Campbell, Mary Kay Edwards, Teresa Frost, Reid Klei, Emma Mercado, Dave Ottley, Jim Stottlemeyre, Chris Winkley, and Tamme Ward

Guests: The following guests were in attendance at the meeting: Curt Coulter; Bill Edwards, Don Ford, Maxine Cooper Ford, Geoff Harvey, Dale Hubersberger, Alma Machshanova, Alicia Mercado, April Stone, and Scott Stubblebine

Meeting:

Minutes from the general monthly meeting held on February 14, 2023, were reviewed. A motion to approve the February 14, 2023, minutes was made by Emma Mercado, seconded by Mary Kay Edwards, and the minutes were approved.

Financial statements for February 2023 were reviewed. A motion was made to approve the financial statements by Chris Winkley, seconded by Teresa Frost, and the motion carried.

President's Report: Jerry Campbell gave the President's report. He suggested a monument with name tags, a bench along Canyon Lakes Drive, or similar to recognize past Board volunteers. Recognition of past Board members would possibly be from the year 2000 and forward. Jerry received approval from the Board to research bench or monument costs.

ARC Report: Dave Ottley gave the ARC report. Dave Ottley discussed antennas, 1999 FCC rules, and the rules in the CC&R regarding antennas. This issue will be on the agenda for the next ARC meeting.

Landscape Report: Jim Stottlemeyre gave the landscaping report. Jim is going to pursue bids for lighting of the monuments on the north side of Canyon Lakes Drive.

CC&R Report: Emma Mercado gave the CC&R report. Emma discussed that the committee is creating a postcard to replace the Friendly Reminders that are mailed in an envelope, saving \$0.25 per notice. The committee is considering revisions to the fines system.

Long-Range Planning: Mary Kay Edwards gave the Long-Range Planning report. She met with the City of Kennewick and received specifications for speed humps to send to contractors; recommendations are for the speed humps to be placed 200-300 feet apart. Mary Kay plans to have the RFQ completed by March 20, 2023, and sent to contractors to bid on six speed humps to be installed on the south side of the Canyon Lakes community onto Canyon Lakes Drive starting from the Hildebrand entrance to Ledbetter Street.

The Neighborhood Watch Committee would like neighborhood representatives to hand-deliver a flyer to Canyon Lakes homeowners with tips for discouraging malicious activities. This will give the Neighborhood Watch

representative a chance to meet their neighbors and discuss the Neighborhood Watch efforts and goals. A motion to hand-distribute the Neighborhood Watch Flyer was made by Dave Ottley, seconded by Chris Winkley, and carried. Geoff Harvey will post the flyer to the Canyon Lakes Community Facebook page.

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

Treasurer's Report: Teresa Frost gave the Treasurer's report and recommended that the title transfer fee be increased: the bylaws allow for an increase every five years. Tamme will research prior year transfer fees to see how long it has been since the fee was increased.

Manager's Report: Tamme Ward gave Manager's report. Tamme reported that fines are starting to be invoiced for ongoing violations.

New Business:

- Appoint new board members: Voting for Secretary and Treasurer will be done at the April 11, 2023, board meeting. Board member candidates Geoff Harvey, Alicia Mercado, and April Stone presented their interest in being board members. Each committee chairperson gave a description of the committee's scope for the new board members. The Board appointed all three candidates to director positions by the following votes:
 - Alicia Mercado: 10 in favor; 0 opposed, 1 abstained
 - Geoff Harvey: 11 in favor, 0 opposed, 0 abstained
 - April Stone: 9 in favor, 0 opposed; 2 abstained
- 3615 W. 48th Ave. home business application: A motion to approve the home business application for 3615 W. 48th Avenue was made by Dave Ottley, seconded by Chris Winkley, and was carried with ten votes in favor, one vote in opposition, and zero abstained.
- Jerry Campbell appointed Geoff Harvey to be in charge of communications: a liaison between the Board and the community.
- Jerry Campbell stated the Neighborhood Watch committee is now a designated sub-committee of the Long-Range Planning Committee.

Meeting adjourned at 9:15 p.m.

Action Items:

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

February 14, 2023

- Board on 47th 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 1212 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.

March 14, 2023

- Board on 47th Court – Craig Walker to contact Ron Asmus's lawyer
- Board continues to review revised master documents – Craig Walker to review – Tamme met with Justine Koehle from the Walker Heye firm on 2/16/23. Justine was to get with Craig on the status of the master documents in review.
- Tamme is awaiting a response from Craig Walker on the plywood fencing issue at 1212 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. Justine Koehle from Craig Walkers' office confirmed on 2/16/2023, that this issue is a conflict of interest for the Walker Heye law firm. Tamme met with Charlie Bowers of Rettig, Forgette, Iller, and Bowers, on 3/10/2023, and the firm is checking if there is a conflict of interest.
- 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. Tamme contacted the City of Kennewick on 3/6/2023. Meetings are quarterly. The next meeting is in June, and no date has been set yet.
- Board members that worked with Patty Aoyama and John Scheer are to send a few comments to Geoff Harvey via email by March 17, 2023.
- Geoff Harvey to post the Neighborhood Watch flyer to the Canyon Lakes Community Facebook page by March 17, 2023.
- Tamme is to review prior year transfer fees to see when the transfer fee was last updated and get a local standard from a title company to ensure the Association is charging the market rate by March 20, 2023.
- Voting for Secretary and Treasurer will be completed at the April 11, 2023, board meeting.