



**Canyon Lakes Property Owners Association**  
**Board Meeting**  
**July 11, 2023**

The meeting was called to order at 6:34 P.M. by Jerry Campbell at the Villas clubhouse.

Jerry Campbell asked for any addendums to the meeting agenda:

- Jerry Campbell motioned to remove the Cameras in Loden Greens from the agenda, Chris Winkley seconded the motion, and the motion was approved: 11 in favor, 0 opposed, 0 abstained.
- Jerry Campbell made a motion to remove the trespassing signs from the agenda, Chris Winkley seconded the motion, and the motion was approved: 11 in favor, 0 opposed, 0 abstained.
- Jerry Campbell made a motion to postpone the strategic planning criteria discussion until the September Board Meeting, Chris Winkley seconded the motion, and the motion was approved: 11 in favor, 0 opposed, 0 abstained.

Emma Mercado took roll call.

Attendance: Jerry Campbell, Mary Kay Edwards, Geoff Harvey, Alicia Mercado, Emma Mercado, Amber Moore, Dave Ottley, Karla Palmer, Jim Stottlemeyre, Chris Winkley, Tamme Ward, and Devin Lundstrom.  
Not in attendance: Teresa Frost, Reid Klei, April Stone

**Guests:** The following guests attended the meeting: Gary Hall and Marilyn Stottlemeyre.

Gary Hall distributed a document and discussed that section 7.6a of the CCRs gives the CLPOA board the option to maintain common areas, which the Villas HOA Board believes includes their private streets. The Villas are requesting the CLPOA to at the very least partially fund roadway maintenance of the Villas neighborhood. Jerry Campbell asked him what and when would the Villas want the funding. Gary Hall would not give a time frame. The culvert, which KID states is owned by the Villas, needs maintenance. A discussion regarding Section 7.6a of the CLPOA CCRs' purpose is for all community residents. The Villas have a private gated area that is not accessible to all owners of the entire CLPOA community.

**Meeting:**

Minutes from the general monthly meeting held on June 13, 2023, were reviewed. Emma Mercado made a motion to approve the minutes from the last meeting, Chris Winkley seconded the motion, and the minutes were approved: 11 in favor, 0 opposed, 0 abstained.

Financial statements for June 2023 were reviewed. Chris Winkley moved that we approve the financial statements that were presented in the Board package. The motion was seconded by Mary Kay Edwards, and the motion was approved: 11 in favor, 0 opposed, 0 abstain.

**President Report** – Jerry Campbell

**Secretary Report** – Emma Mercado

**ARC Report** – Dave Ottley

**Communications Report** – Geoff Harvey: Mary Kay Edwards and Amber Moore have been visiting the new homeowners and delivering the governing docs, new homeowner informational flyer, and electronic notifications consent form: They have successfully visited with two out of five new homeowners. Geoff Harvey wrote an article that is included in the July 2023 newsletter promoting the need for additional board members. Jerry Campbell asked if the article will be continually run in the newsletter, and Geoff Harvey said that it would be. Emma Mercado suggested that new Board Members be considered from other neighborhoods currently not represented on the Board.

Geoff Harvey asked if the Board would be interested in having meetings moved to the Mid-Columbia Library on Union Street prior to the funding of the live streaming. Chris Winkley asked if anyone could visit the Library to inspect the meeting facilities. Geoff Harvey stated that anyone could visit the Library. The Library has already stated that a couple of times a year, the Library may have an event that may coincide with the second Tuesday of each month. The Library facilities can be reserved 60 days in advance only. A Library event in October 2023 is planned to coincide with the October Board meeting, so the November 2023 board meeting may be held at the Library. Multiple rooms are available but the Board is required to set up and take down tables.

**CCR Report** – Emma Mercado

**Landscape Report** – Jim Stottlemeyer thanked Karla Palmer for shouldering the burden of addressing the ongoing requests for irrigation and other common area maintenance and repair actions. Reid Klei has stepped up to cover the 15 monuments. The City abatement program did a great job of covering recent graffiti. Marilyn Stottlemeyer has previous experience working with the abatement program. Emma Mercado stated it is youth on probation doing community service work.

36<sup>th</sup>/Ely Ave irrigation issue: private irrigation pipe was removed, temporarily eliminating Kennewick Irrigation Districts delivery of water to the Weir box; a fire hydrant @ 38<sup>th</sup> Avenue is currently being used to currently supply water. Karla Palmer has contacted the president of the Village @ CL and the KID irrigation should be restored soon. Once the Village irrigation water is reinstated then the CLPOA irrigation to 36<sup>th</sup> / Ely will be restored.

There are several trees dying that need to be addressed: Jim Stottlemeyer feels this may be due to overplanting in the area. Heritage cannot get enough water in these tree areas. Jerry Campbell asked how the maintenance needed is being tracked. Jim Stottlemeyer believes that a better system is needed. Mary Kay Edwards is getting bids from several companies for tree removal.

Jerry Campbell asked Karla Palmer what kind of phone calls she gets. Owners' concerns that go through

the office are sent to Landscaping Committee, and Karla Palmer contacts Andrew at Heritage Landscaping.

**Long Range Planning Report** – On July 11, 2023, Mary Kay Edwards spoke with the contractor that will perform the installation of the speed humps on Canyon Lakes Drive. The contractor has one more meeting with the City and will find room on their schedule to complete the speed humps between now and the middle of August. The north and south sides of Canyon Lakes Drive will be done simultaneously. The Contractor will give us a week’s notice, so the owners can be notified of road work via signs and the Facebook group.

**Manager Report** – Tamme Ward – There have been 30 responses to the email notification consent posting on the Facebook group. Devin Lundstrom has had the computer and phone since 6/30/23.

**New Business:**

Amended and Restated Master Declaration of CC&Rs

Teresa Frost will chair a committee to review the CCRs and governing documents and meet with legal counsel to finalize drafts.

Vetting /recruiting committee

Geoff Harvey and Reid Klei will meet on 7/14/2023 to discuss new board member criteria and recruiting campaign.

Jerry Campbell let the Board know that the manager vetting committee is being closed.

Legal committee recommendation

Amend legal/attorney report

Jerry Campbell made a motion to remove #9 from the legal issues list until the two neighbors have a resolution of the court case(s). Chris seconded: 10 in favor, 0 opposed, 1 abstain.

Dave Ottley made a motion to remove #1 from the legal list. Chris Winkley seconded. The motion was approved: 11 in favor, 0 opposed, 0 abstained

Discussion: Karla Palmer stated that if there is a rule it should be followed. Geoff Harvey stated that the homeowner has not submitted an ARC application. The stone on the home was painted black. The homeowner was willing to repaint this as he had agreed to until his neighbor convinced him not to.

Board member approaching homeowners ARC and CCR issues

Emma Mercado discussed that she would like board members to not speak directly with homeowners about complaints. She would recommend the board member forwards the complaint to the Manager. Chris Winkley pointed out that this is already a procedure, and the

Board agrees with this process. Mary Kay Edwards stated that when the Welcoming Committee visits new homeowners, they let them know who to contact about concerns.

#### Mileage reimbursement for board members

Emma Mercado made a motion to reimburse mileage to the Landscaping and ARC committee members. Emma Mercado amended the motion to reimburse the federal mileage rate to the Landscaping, ARC, and Long-Range Planning Committee members. Dave Ottley seconded the motion. The motion was approved: 11 in favor, 0 opposed, 0 abstain.

#### Various questions for committee chairs

Jerry Campbell discussed that a new committee is being formed to true up the Rules and Regulations to clarify the function of the CCR subcontractors. Jim Stottlemyre remarked that the historical information of prior agreements and actions needs to be better tracked.

Meeting was adjourned at 8:40 p.m.

#### **Action Items:**

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

#### **June 13, 2023**

- Board on 47<sup>th</sup> Court – Craig Walker to contact Ron Asmus's lawyer. On May 11, 2023, Jerry Campbell sent a letter to Craig Walker requesting a status update. Craig Walker responded on May 22, 2023, with an update: Ron Asmus has been non-responsive.
- Board continues to review revised master documents – Craig Walker to review – Tamme Ward met with Justine Koehle from the Walker Heye firm on 2/16/23. Justine was to get with Craig Walker on the status of the master documents in the review. Tamme Ward sent an email on May 1, 2023, to Justine Koele @ Craig Walker's to get a status update. On May 11, 2023, Jerry Campbell sent a letter to Craig Walker requesting a status update. Craig Walker replied back with a number of questions regarding the CCRs document and sent it via email to CLPOA on May 22, 2023.
- Teresa Frost will schedule a reserve study to be performed by September 30, 2023. Scheduled for July 7, 2023. Reserve study performed 7/7/2023.
- Tamme Ward to send a list of questions for potential board members to Reid by 6/15/2023. Completed by Tamme. Ward.

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