



**Canyon Lakes Property Owners Association**  
**Board Meeting**  
**August 8, 2023**

The meeting was called to order at 6:35 P.M. by Emma Mercado at the Villas clubhouse.

Emma Mercado asked for any addendums to the meeting agenda:

Emma Mercado took roll call.

Attendance: Emma Mercado, Mary Kay Edwards, Geoff Harvey, Alicia Mercado, Karla Palmer, April Stone, Reid Klei, Amber Moore and Devin Lundstrom.

Not in attendance: Jerry Campbell, Chris Winkley, Dave Ottley, Jim Stottlemire, Teresa Frost.

**Guests:** The following guests attended the meeting, Dale Hubersberger and Phillip Taylor.

Dale Hubersberger wanted to know the update of the speed humps project. Mary Kay Edwards explained that we are now waiting on the city to issue the permit which can take 7-10 days. The project is expected to start anytime from now until the middle of September. Mary Kay Edwards said that we would be putting signs out to notify the community that the speed hump project will be underway. Mary Kay Edwards also stated that once the city issues the permit it is given to Central Paving and they will complete the project when they have three days available.

**Meeting:**

Minutes from the general monthly meeting held on July 11, 2023, were reviewed. Geoff Harvey made mentioned that he thought there were a couple of edits. Devin Lundstrom stated she made those edits and sent them to the Board via email. Emma Mercado had a question on the minutes regarding the new CCR subcommittee, she wanted to address this when Jerry Campbell gets back. Geoff Harvey made a motion to approve the minutes from the last meeting, Karla Palmer seconded the motion, and the minutes were approved: 7 in favor, 0 opposed, 0 abstained.

Financial statements for July 2023 were reviewed. Reid Klei 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: 7 in favor, 0 opposed, 0 abstain.

Reid Klei mentioned that he was anxious to see the reserve study when it came in. He thought it was close to being finished. Devin Lundstrom stated that they had a few questions that came in via email last week and those questions were answered and emailed back. The reserve study should be completed by the end of the month.

**Secretary Report** – Emma Mercado had nothing to report.

**Communications Report** - Geoff Harvey

**CCR Report** – Emma Mercado stated that when homeowners complain she has been checking the complaints and sending those to Devin Lundstrom. She thinks that when they call the office and are told that we are taking care of the concern then the homeowner seems satisfied. Emma Mercado is concerned for the residents and wants them to know that they are being heard. Emma Mercado stated that there are quite a few repeat offenders at the moment

**Landscape Report** –Karla Palmer stated that the irrigation came back on today at Ely & 36<sup>th</sup> Ave. The hedge at 3612 S. Ledbetter is going to be taken care of next week. Geoff Harvey asked if the homeowner was aware. Karla Palmer stated she asked Jim Stottlemeyer about giving the homeowner notice and he stated that the homeowner has had plenty of notice. April Stone stated the city told her that if you trim a bush or shrub that is your neighbor's but on your property and the bush or shrub dies then they can sue. Mary Kay Edwards advised that the next thing we can do is go to legal with it. Emma Mercado stated that she has never been in communication with the homeowner about CCR issues. Karla Palmer stated that she was not sure what the next step would be. Devin Lundstrom stated that CCR would follow the process for letters and fines. April Stone asked if anything was going to be done about the large hole on 36<sup>th</sup> Ave that is next to the sidewalk as it is a hazard. There used to be cones and tape and now there is nothing there. Karla Palmer stated she would go take a look. Geoff Harvey stated it sounded like the homeowner's issue

Reid Klei stated that there is a motion that he would like to propose. The item is snow removal which is in our budget but we want to bring it to The Board for a vote. This is to remove snow from Volunteer Park. Reid Klei would like to make a motion to not renew the contract for snow removal this winter. Amber Moore seconded the motion. No discussion or comments. 7 in favor, 0 opposed, 0 abstained.

The next item is 6 maple trees on South Olson Court. Reid Klei stated that Mary Kay Edwards had gotten two bids. Reid Klei brought this to The Board's attention and we will wait until we have received the third bid before proposing a motion.

Karla Palmer asked about the sidewalks and common areas, are we able to give deeds to the homeowners whose property it borders? Mary Kay Edwards stated that she thought that Jerry Campbell had checked and we cannot deed a common area to a homeowner. Karla Palmer stated we could wait until Jerry Campbell got back to further discuss.

Visitor Phillip Taylor had a suggestion and said that we could deed the property to the city with the understanding that the city would deed it to the homeowner if you wanted to give the property to. Karla Palmer said her question was when it is proposed do we work it into the budget? Visitor Phillip Taylor asked why we would close off the sidewalk common area. Emma Mercado explained that homeowners have complained about people trespassing and also urinating on their fences. Phillip Taylor asked why we would spend the money to remove the sidewalk and just close it off. No further discussion was had at this time.

Emma Mercado asked about house numbers not being visible from the street. As it makes it hard to identify some of the house numbers. Amber Moore recommended using the county website to identify Karla Palmer stated that when she had a lot for sale the city sent out a notice that it was a fire hazard to not have house numbers posted and visible from the street Emma Mercado stated she started to give a thank you card to those who are taking great care of their yards and is receiving great feedback. Geoff Harvey mentioned that his neighbor had been acknowledged by the city in the past for having a beautiful yard. Geoff Harvey stated that he thinks that putting on FB with pictures that acknowledge them.

**Long Range Plan Report** – Emma Mercado stated she liked the layout of the report. April Stone asked

what the acronym for CBU is for. Mary Kay Edwards stated it stands for cluster box unit.

**Manager Report** – Devin Lundstrom reported we are getting a lot of the signed consent forms for our email list. There have been a lot of new ARC applications coming through. The transition is complete and all boxes and office materials have been moved to Devin Lundstrom's home office. Tamme Ward will be available if needed for any questions that may arise.

**New Business:** We will move the Strategic planning criteria discussion to the September meeting.

Reid Klei spoke on behalf of the new member vetting committee. He states that Geoff Harvey, himself, and Mary Kay Edwards have been working hard to find people. They have made a list and started the recruiting process. Geoff Harvey and Mary Kay Edwards have interviewed five candidates. They have found 2 great candidates and Reid Klei will confirm with the recruits and hope to bring the names to the September meeting. They were hoping to have them visit a meeting and meet some of the committee members. It would give the Board a chance to interview them as well. Geoff Harvey feels it is important for The Board to know who they are working with. Geoff Harvey also mentioned he had someone comment on FB today that they were new to the community and were interested in getting involved. She wanted to know if we did a neighborhood community night out. Geoff Harvey let her know if she wanted to plan it we could advertise it for her. It is nice to see people interested in helping out in the community.

### **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 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.](#)

**July 11, 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 sent an email on May 1, 2023, to Justine Koehle @ 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 questions to the CCRs document and sent it via email to CLPOA on May 22, 2023.

**August 8, 2023**

The meeting adjourned at 7:50 pm.