



**Canyon Lakes Property Owners Association
Board Meeting
March 10, 2025**

The meeting was called to order at 6:30 p.m. by Chris Laurion at the Mid-Columbia Library, Kennewick Branch.

Anne Eerkes took roll call. Scott Snyder has asked Chris Laurion to proxy his vote. A quorum has been met for the meeting.

Attendance: Anne Eerkes, Chris Laurion, Rick Burr, Paul Roberts, Jack Lynch, Doug Hester, Alicia Mercado, Karla Palmer, Patty Kopp, Devin Lundstrom.

Not in Attendance: Scott Snyder, Emma Mercado

Visitors: Steve Hitt, Beth Hitt, Duan Klotz, Jenn George, Eric Anderson.

Meeting: Chris Laurion welcomed the visitors in attendance. He let everyone know that the agenda and Board packet was available on the website as well as with the QR code found on the table at the meeting. This would allow anyone interested to pull up the agenda and committee reports on their phones to follow along during the meeting.

Chris Laurion proposed a modification to the agenda to go into executive session after the regular meeting was adjourned. Chris made a motion to approve the minutes of the meeting. Rick Burr seconded the motion. (10) approved, (0) opposed, (0) abstained.

Chris Laurion introduced Doug Hester as new director on the Board and welcomed back directors Karla Palmer and Alicia Mercado. Chris also mentioned the new officer positions that were voted in after the annual meeting. Chris Laurion will serve as president, Rick Burr will as Vice President, Paul Roberts as Treasurer, and Anne Eerkes as Secretary.

Chris Laurion made a motion to approve the minutes from the February annual meeting. Rick Burr seconded the motion. (10) approved, (0) opposed, (0) abstained.

President's Report: Chris Laurion stated he has spent a lot of time to getting to know the different committees and their roles. There is a lot of work that gets done each month and he appreciates everyone's efforts. He does have two motions to bring to the Board later in the meeting. Chris said he will be working to update the CLPOA maps and make those available to the committees.

Vice President's Report: Rick Burr stated he is still working on the legalities on fence maintenance and upkeep and what can be done to modify the rules and regulations so the Board can enforce. He stated he has received several complaints recently regarding parking in front of mailboxes and will continue to work with the City of Kennewick on finding a resolution and what can be done to restrict the parking.

Treasurer's Report: Paul Roberts stated he has curated a summary report that he will continue to work on to have prepared for the Board each month.

Secretary's Report: Anne Eerkes stated she has been working with the manager Devin Lundstrom to send out an email campaign to get more ballots turned in. Anne stated it was the first attempt at sending out a mass email and the communications committee will continue to work on it. Anne stated her and Devin will be meeting to go over the roles of Secretary and what that position looks like.

Manager's Report: Devin Lundstrom stated she will be meeting with Paul Roberts this week to get him added to the bank accounts. This will allow Paul to be a signer on all CLPOA bank accounts.

ARC Committee Report: Paul Roberts submitted a report on the ARC. Paul stated the ARC committee would like to make a change in the ARC Rules & Guidelines, Section 5.8 Roofing. The current ARC rule states that the color for architectural asphalt shingles shall be "weathered wood" or equivalent. In accordance with the CC&R's this requires a vote from the Board. Patty Kopp asked if this would affect those who may have a pending ARC application for roof replacement. Paul stated there were no outstanding rood applications at this time.

Paul Roberts made a motion to add the colors "black or dark grey/charcoal" and that they be added to the ARC Rules & Guidelines. Jack Lynch seconded the motion. (10) approved, (0) opposed, (0) abstained.

Communications Committee Report: Anne Eerkes requested that any committee who does a project update or replacement, if they could please take before and after photos, she would like to put those out on the CLPOA Facebook page. This is a way to update the community of projects completed.

CC&R Committee Report: There was no report submitted. Devin Lundstrom stated that there were (11) green card reminders sent out. This includes garbage's being left and storage for boats and RV's. Devin also mentioned she is in the process of updating the CC&R tracking sheet as well. Paul Roberts asked what "MailChimp" was, and Anne explained that it was the software used to compile and send out a mass email to homeowners. This is currently a free service and once we obtain more email addresses we will upgrade to the paid membership.

Landscaping Committee Report: Patty Kopp stated that the "flag lot" on S. Volland had been cleaned up and the landscaping committee would like to send a letter out to the neighboring homeowners informing them that on March 10, 2025 the CLPOA spent a fair amount of money to clean up the lot and repair the fence. Therefore, no further dumping is allowed, and we encourage homeowners to report any trespassers to the CLPOA office. Chris Larion stated he has before pictures that he would send to the communications committee. Karla Palmer stated the City of Kennewick did go and scope out the sinkhole last Tuesday. The City will take on the responsibility of any repairs needed to fix the issue. Karla has a phone call into the city contact and will update the Board once she hears back. Patty Kopp stated that herself and Karla Palmer discussed the option of reconveying the "flag lot" and have decided it is in the Board's best interest to leave it as it with the potential for further maintenance issues. Karla Palmer mentioned that she is waiting to get a copy of the maintenance bond, showing it had been cancelled and prorated.

Long Range Planning Committee Report: Jack Lynch stated that himself and Doug Hester walked the entire path at Volunteer Park and looked at the masonry wall damage on Ely Street. The seal coating on the asphalt path at Volunteer Park is past the time necessary to be beneficial. Jack would like to use those funds towards repairing and filling the cracks on the asphalt path, and maintenance instead. Paul Roberts stated that there was money allocated in the Reserve Study for 2025 to replace the seal coat on

the basketball court at Volunteer Park. The money is in the Reserve fund for this project. Jack does not feel that a seal coat on the basketball court is necessary. Doug Hester said the elevation of the basketball court will never allow for proper water run-off and continue to allow water to pool.

Jack Lynch made a motion to obtain asphalt repair and seal coat quotes for the path at Volunteer Park. Doug Hester seconded the motion. (10) approved, (0) opposed, (0) abstained.

Devin Lundstrom mentioned that the gazebo at Volunteer Park needs some attention. There was graffiti removed several times last summer and with that the painted stain was also worn off. Patty Kopp asked Jack if that was also something he could get a bid on as well. Jack agreed and stated he would also obtain bids for the gazebo to be restrained or repainted.

Patty Kopp asked about mailbox replacement and if there any mailboxes that were on the agenda to be replaced this year. According to the reserve study there are mailboxes in the rotation to be replace this year. Jack explained that he has looked at them and they are made from acrylic and still in good conditions. There is no need to spend the money on replacing them at this time. Chris Laurion explained that there is money set aside for mailbox repair or replacement if that should come up.

Visitor Duane Klotz asked about mailbox keys and if we could help with lock repair. Devin Lundstrom asked the homeowner to please let her know what mailbox unit he is referencing, and she will contact the mailbox contractor that we work with and see what can be done to fix the issue.

CC&R Revision Committee Report: Karla Palmer gave an update and stated that the committee is still working through the document and revisions. She feels like they are making good progress and will continue to give updates to the Board. Chris Laurion stated that we did hear from our new legal counsel and that once he had an update, he would let the Board know. He would be reaching out to her this week.

Traffic Calming Committee Report: Karla Palmer said the committee had met and came up with a list of questions to ask Cary Roe, who is the contact at the Public Works Department. They will be emailing Cary Roe with their questions and will also schedule a meeting with him as well to further discuss moving forward with traffic calming measures.

Welcoming Committee Report: Alicia Mercado stated she visited (12) new homeowner in the last few days. She was able to make contact with half of those. Homeowners are very friendly and responsive. Visitor Eric Anderson asked if there was a card or notice that was left at the door if homeowners were not home. Alicia said not currently, however that was a good idea, and the committee will discuss implementing some sort of notice to homeowners that are not home at the time.

Old Business: Anne Eerkes advised that there was a letter mailed out from Kennewick Irrigation District, notifying of an upcoming informal meeting for this Thursday, March 13, 2025. It will be held at the KID building off Ely at 7:30 p.m. There is also a zoom link that will be provided for those who are interested but unable to attend in person. Visitor Duane Klotz gave a brief update as well and stated that the UTC has determined there have been enough comments and complaints that came in, they are opening an investigation to further investigate the case. Duane encouraged people to attend to hear the update from KID and the UTC, and the plan moving forward with the newly named Canyon Lakes Water Works. There will be several homeowners effected as well as the CLPOA. Duane stated he knew that the UTC had until October 2025 to make a final judgement on the matter. Chris Laurion stated after the meeting

on Thursday, he would like to be able to update the homeowners on a plan for if there is no water available.

New Business: Chris Laurion stated that based on results of the 2024 homeowner survey, hosting community events had the largest number of returns, and the number one event was a hosting a community wide garage sale. 22% of the surveys returned were in favor of a community garage sale.

Chris Laurion made a motion to approve sponsoring and organizing a community wide garage sale. Jack Lynch seconded the motion. (10) approved, (0) opposed, (0) abstained.

In the 2025 budget there is money allocated for community events. The Villas has done a community wide garage sale for the last ten years and we would plan to have the CLPOA community garage sale on the same weekend, April 27th, 2025. Paul Roberts asked if this would be at a single location where everyone would bring their things and Chris explained no, that each homeowner would have the garage sale at their home. Chris would like to create a map of the neighborhood where homes participating would be highlighted and able to advertise items for sale.

Chris Laurion brought up that we did not make quorum for the meeting this year and he would like to propose an incentive to homeowners to return their ballot by the due date, and then you would get the 5% annual dues discount. Homeowners would have the opportunity to submit their ballot with their payment and save on postage. Chris stated the intent is for more community involvement and homeowners returning their ballots by the due date. This saves the association money in the long run without having to resend out ballots to make quorum. Chris stated he would refine his proposal and revisit this at the next meeting. Paul Roberts asked what quorum was and Chris replied 25% of homeowners. We needed 246 ballots returned to meet quorum and only had 170 returned prior to the annual meeting.

Open Forum: Beth Hitt asked what the process was for processing payments as she has had problems with the mail service. Beth asked how long it takes for the office to cash the check. Devin Lundstrom advised Beth that she could always call to verify her payment had been received. There are always complaints regarding the mail service and unfortunately there is nothing that can be done on our end.

Beth Hitt also asked about rentals and when a home is sold and purchased if they have to get permission to purchase the home for a rental. Chris Laurion stated we don't have any restrictions on rental at this time, however this is something we are trying to get legal guidance on. Devin Lundstrom stated this has been a hot topic since last year and the Board will continue to pursue options.

Jack Lynch made a motion to adjourn the meeting. Doug Hester seconded the motion. (10) approved, (0) opposed, (0) abstained.