



**Canyon Lakes Property Owners Association
Board Meeting
February 10, 2026**

The meeting was called to order at 6:30 p.m. by Rick Burr at the Canyon Lakes Golf Course, Champions Room.

Devin Lundstrom took a roll call.

Attendance: Patty Kopp, Paul Roberts, Rick Burr, Emma Mercado, Alicia Mercado, Doug Hester, Karla Palmer, Scott Snyder, and Devin Lundstrom.

Not in Attendance: Anne Eerkes and Jack Lynch.

Visitors: See the attached list.

Meeting: Rick Burr welcomed all homeowners and thanked them for attending. Rick introduced the Board of Directors and the Manager. The vision and mission were read aloud to the homeowners. Rick mentioned the Board members who had a year left in their terms, those who were retiring this year, and those who had retired, and thanked them for serving.

Paul Roberts made a motion to approve the minutes from the January meeting, and Patty Kopp seconded the motion. (8) approved, (0) opposed, and (0) abstained.

Scott Snyder spoke on behalf of the Communications Committee. Scott advised the homeowners of the CLPOA website, what documents and links are available, and how to locate them. Scott also mentioned the two Facebook pages, one page for the Canyon Lakes community and the other for Canyon Lakes homeowners. He advised homeowners of the paperless campaign and how to sign up to receive notifications via email. Scott mentioned that we have about 40% of homeowners who have now signed up for electronic communications. The Board is planning to implement the use of electronic communication this year.

Paul Roberts introduced himself as the Board's Treasurer. Paul went over the financial slides and budget for 2025-2026. Paul stated that at the end of the year 2025, the primary bank account had a surplus of funds, and at the end of the year, those funds could either be refunded to each homeowner or used towards a reduction of the assessment for 2026. This follows the State Law requirement. The Board voted on reducing the homeowner dues from \$390 to \$270 for 2026, and there would also be a 5% discount offered if paid before March 1, 2026. There was a scheduled contribution made to the Reserve Account as well as an additional surplus contribution. This makes the Reserve Account 100% funded. A contribution will continue to be made every year to maintain the Reserve account in compliance with RCW 64.34.680.

Paul Roberts discussed the Reserve Study that was completed for 2025. The Reserve Study is contracted with a third party and is performed annually. Paul explained the projected expenditures based on the Reserve study. A study is completed every year, with an on-site visit every three years. The next on-site visit is scheduled for 2026.

Rick Burr went over the compliance slides, stating there was an Agreed Upon Procedure performed for 2024 that found no discrepancies in accounting and bookkeeping. Rick also spoke on the CC&R document, stating it was last approved in 2009. In 2025, the CC&R document was revised and voted on; however, it was not passed. This past year, a committee was formed, and they spent a lot of time revising the CC&R document. Once reviewed and finalized by our legal counsel, it will be sent to homeowners to review and vote on.

Paul Roberts spoke on ARC committee slides. He explained the ARC application process and how that process is followed. Paul reported how many applications were processed in 2025 compared to 2024.

Emma Mercado spoke on behalf of the CC&R committee. She stated the neighborhood had been divided into sections; the CC&R team members each had an area they were responsible for driving and reporting each week. Emma gave examples of violations and the fining process that is followed.

Doug Hester spoke on behalf of the Long-Range Planning Committee. Doug mentioned that there had been a lot of vandalism on the masonry wall at Volunteer Park near the canal. Repairs were made to the fence. The gazebo at Volunteer Park was painted as well. There was damage to the masonry fence along Ely Street between 40th & 46th and that has also been repaired. There is an isolated vacant lot off of Volland Street that had been used as a dumping ground. That area has been cleaned up, and an iron gate has been installed to keep trespassers out. Doug stated there is a masonry fence on Ely alongside the canal that had to be torn down to allow for the new canal liners to be placed. The masonry wall has been replaced, and an agreement was made with KID (Kennewick Irrigation District), and they agreed to pay for an iron gate to be installed to block the access road at the canal. The old composite fence on Ely Street and 37th needed to be replaced, and the Board voted to replace it with masonry bricks to match the existing fencing throughout the neighborhood. A bid was accepted for that project, and it should start this spring. Doug stated that Volunteer Park is about 2 acres of ground owned by the CLPOA that is not being used. He would like to see some ideas for use in that area. There is also a monument at Olson and Canyon Lakes Drive that needs repaired or replaced, and that is also on the agenda.

Karla Palmer and Patty Kopp both spoke on behalf of the Landscaping Committee. They announced that Reid Klei had officially retired from the committee. CLPOA has many common areas that they maintain, and the landscaping committee continues to properly address the maintenance and improvements of those areas. This includes the common areas and dog stations as well. Patty stated Heritage has done a great job over the last two years and is already familiar with the common areas, sprinkler systems, and is always quick to reply when there is a problem. Patty mentioned that over 100 arborvitaes were removed along Ely Street that were dying and posed a fire hazard. Several trees have had to be removed throughout the neighborhood, and irrigation issues have been resolved. The landscaping committee purchased two replacement filters to be installed this spring. A majority of the budget is dedicated and spent on landscaping. The landscaping committee is looking for at least two more volunteers to join as it is a big job for only two people. The committee will also be obtaining new contract bids this fall.

Patty Kopp mentioned that the community yard sale dates have been set for April 24th and 25th for those who are interested in participating. There will be additional information in the upcoming newsletter.

Homeowner Patricia Irving spoke about the Little Community Library that was petitioned to the Board by the "Readers of the Canyon Book Club" for a vote, and the Board approved. The little library will be installed at Volunteer Park near the park sign. It will be stocked with books and puzzles for all ages. The book club will monitor and maintain the little library.

The floor was opened to homeowner questions for those in attendance, and numerous topics were covered, including road complaints, traffic issues, and approaches to landscaping, etc. No substantive issues were resolved as part of the open question period; however, all homeowners were encouraged to attend future board meetings and get involved with the CLPOA committees.

Rick Burr explained the elections for the new Board members. There were six vacant positions, and eight people were running. Rick explained that once the ballots are counted at the meeting and once completed, the elected Board members will be notified, and it will be announced on the CLPOA website and the Facebook page.

Rick Burr thanked everyone for attending the meeting. Scott Snyder made a motion to adjourn the meeting. Paul Roberts seconded the motion. (8) approved, (0) opposed, and (0) abstained.

Meeting adjourned at 7:45 p.m.