



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

The meeting was called to order at 6:36 p.m. by Patricia Irving at the Villas Clubhouse at Canyon Lakes.

Anne Eerkes took a roll call. A quorum was reached.

Attendance: Patricia Irving, Paul Roberts, Jerry Campbell, Matt Purcell, Doug Hester, Emma Mercado, Alicia Mercado, Karla Palmer, Anne Eerkes, Patty Kopp, and Devin Lundstrom were in attendance.

Jeff Jacobs joined the meeting via phone.

Visitors: Mary Kay Edwards

Meeting: Patricia Irving opened and chaired the meeting. Emma Mercado made a motion to accept the agenda as written; Jerry Campbell seconded. The motion was adopted. (11) approved, (0) opposed, and (0) abstained.

Patty Kopp made a motion to accept the minutes from the February 10, 2026, Annual Board Meeting. Matt Purcell seconded. The motion was adopted. (10) approved, (0) opposed, and (1) abstained.

Board Orientation: Patricia Irving conducted a comprehensive orientation and governance review session for new and returning members. A Board Orientation Packet was distributed to all members, and a summary presentation was made to ensure that every Board member begins this term with the same foundational understanding of their duties, authority, and the rules governing Association operations. There was significant discussion during this agenda item.

Officer Reports:

- **President:** Patricia Irving provided an update on action items completed and in progress. Patricia explained to the Board that her work has been focused on incorporating standard best practice business procedures for the association that conform to Washington State law, as well as responding to urgent needs.
- **Vice President:** Patty Kopp submitted a report, and there was no discussion.
- **Treasurer:** Paul Roberts submitted a report and the financial statements for February 2026. The report was reviewed, and there was no discussion.
- **Secretary:** Anne Eerkes submitted a report, and there was no discussion.

Manager Report: Devin Lundstrom submitted a report, and there was no discussion.

Committee Reports:

- **ARC:** Paul Roberts submitted a report and project tracking spreadsheet showing applications that had been submitted and projects that have been approved, pending or not approved.
- **Communications:** Anne Eerkes submitted a report, and there was no discussion.
- **CC&R Enforcement:** Emma Mercado submitted a report, and there was no discussion.
- **Landscaping:** Karla Palmer submitted a report and there was no discussion.

- **Long Range Planning:** Doug Hester submitted a report. He stated he had obtained three bids for the sidewalk repair and resurfacing at Volunteer Park. Doug has proposed the board move forward with the bid from Davis Asphalt. He will forward the bid and supporting documents to the manager to proceed with the process.

Sub-Committee and Ad Hoc Committee Reports:

- **CC&R Revision:** Patirica Irving submitted a report. She stated that the committee had been reviewing the recommendations from the attorney in Seattle and would notify the Board once the final review has been completed and is ready to mail out to homeowners for a vote.
- **Traffic Calming:** Karla Palmer submitted a report. She stated the next steps that the Committee would be taking were to meet with the City of Kennewick and discuss what traffic calming options they could recommend. Karla advised the Board that this is a long process, and the Committee will continue to address the issue.
- **Welcoming Committee:** Alicia Mercado submitted a report. She stated that the Committee has delivered several welcome packets to new homeowners and will be delivering more in the week ahead. She stated that Jeff Jacobs will also be involved in the delivery process.

Old Business: Patty Kopp asked for an update on the Adult Family Home (AFH) inquiry. Devin Lundstrom stated the AFH Application, request for supporting documentation, and proof of licensing had been mailed to the homeowner. The completed application and documents have not been received to date.

Jeff Jacobs reported on research conducted regarding on-site internet connectivity. It was noted that reliable Wi-Fi is currently unavailable at the Villas Clubhouse, which impacts CLPOA operations and online member access. Jeff proposed purchasing a monthly service plan through Starlink at a cost of \$50 per month for the first year of service. Patricia Irving stated she was finishing the formal agreement to propose and sign with the Villas Board of Directors. The agreement would allow the CLPOA to continue using the Clubhouse for their monthly Board Meetings at no cost, in exchange for Wi-Fi hardware and service for the Villas Clubhouse, paid for by the CLPOA. Once the agreement is signed, the Wi-Fi service will be purchased and installed and paid monthly by the CLPOA.

New Business: Patricia Irving prepared and presented three Resolution Documents to be adopted and voted in to record.

- **Conflict of Interest Resolution:** Matt Purcell made a motion to adopt Resolution No. R-2026-01, a resolution adopting the CLPOA conflict of interest policy and directing attorney review and annual disclosure. Doug Hester seconded. The motion was adopted (10) approved, (0) opposed, and (1) abstained.
- **Ratification of the 2026 Annual Meeting Votes:** Matt Purcell made a motion to adopt Resolution No. R-2026-04, a resolution recording the quorum and vote count from the CLPOA annual meeting. Doug Hester seconded. The motion was adopted (10) approved, (0) opposed, and (1) abstained.

- **Board Vote Recording and Meeting Records Policy:** Matt Purcell made a motion to adopt Resolution No. R-2026-02, a resolution establishing Board vote recording and meeting records policy, Jerry Campell seconded. The motion was adopted (10) approved, (0) opposed, and (1) abstained.
- **Conflict of Interest Disclosure Forms were filled out and submitted by all Board members.**

Executive Session: Because of lack of time, the Executive Session that was scheduled has been postponed until the April meeting.

Adjournment: Emma Mercado made a motion to adjourn. Anne Eerkes seconded. The meeting adjourned at 9:40 p.m.