



Canyon Lakes Property Owners Association Board Meeting
January 12, 2021

Meeting was called to order at 7:00 P.M. by John Scheer. Board convened via ZOOM video call due to COVID-19 shelter in place orders.

Attendance: Patty Aoyama, Ruth Beckmann, Len Dreisbach, Reid Klei, Jerry Martin, Emma Mercado, Dave Ottley, Andrew Riley, Rebecca Riley, John Scheer, Chris Winkley and Jodi Landefeld

Not in attendance:

Guests: None

Meeting:

Minutes from the monthly meeting held on December 8, 2020 were reviewed. A motion was made to approve the minutes by Jerry Martin, seconded by Patty Aoyama and carried.

Financial statements from December 2020 were reviewed. A motion was made to approve the December 2020 financials by Emma Mercado, seconded by Rebecca Riley and carried.

President's Report: John Scheer gave the President's report. John told the Board things have been quiet and running smoothly and asked if we heard from the blue house owner; Jodi said a letter was sent to owner, but no response.

ARC Report: Jerry Martin gave the ARC report. Jerry reviewed the ARC December minutes and told the Board the applications were all very routine. Jerry wanted to review some of the ARC discussion items with the Board:

1. ARC will be reviewing all the master documents on the 4th Tuesday of the month. Jerry said if any Board members would be interested in joining to contact him for details.
2. Harris – vacant lot blowing dust – Craig Walker sent letter to Harris, but no response within the 10 days. Jerry asked the Board's opinion on how to move forward. The Board agreed the next step is implementing the fining system. Jodi will contact Craig/Brett to let them know fining system, \$10/day, needs to begin. A motion was made to proceed with Craig Walker taking the next step, accruing \$10/day fines for Harris at 3520 W. 46th Avenue by Chris Winkley, seconded by Len Dreisbach and carried.

Landscape Report: John Scheer gave the landscaping report. John told the Board the project in the Common Areas on the S. Hill side by Heritage Landscaping has completed the first phase, removing the dead shrubs/debris/trees; next phase to begin this spring. Jerry said he spoke with Flower Farm about replacing trees in the Volunteer Park and will obtain other competitive bids for the tree replacements. Jerry said the trash needs to be removed in the Volunteer Park; John will send note to Heritage to remove trash. Jerry said he will order a lid for one of trash cans and tether it to the can. Jerry suggested an article in the March newsletter on dog poop in the Volunteer Park as well as on the sidewalks. John said he has heard residents would like to have a monument sign for Canyon Lakes at the Hildebrand Avenue entrance. Jerry suggested a monument be placed on the golf course property where an old sign is currently located. Jerry and Andrew will look into new monument sign as part of long-range planning.

Reid will have S. Irby Street monument light replaced so it matches all other lights. Len asked about Ziply placing large green boxes all over the neighborhood. John suggested Len contact the City of Kennewick to complain and let the Board know what the response is.

CC&R Report: Patty Aoyama gave the CC&R report. Patty said not a lot going on and items on list are still pending. She sent residents that have box trucks notice that they will need to find other locations to store their box trucks; storage rule will be in effect March 2021. Patty said most residents have removed political signs, but asked about adding removing election flags and banners to the Sign Rule. Rebecca clarified where in the Sign Rule and what wording would need to be added. Jerry suggested ARC look into adding flags/flagpoles into the Guidelines. A motion was made that Section 4; line item 9 in the Rules and Regulations include political flags and banners be removed within 7 days after election by Rebecca Riley, seconded by Emma Mercado; 9 approved, 1 denied, 1 abstained.

Long Range Planning Report: Jerry Martin said he and Andrew will look into a more detailed proposal for the new monument sign.

Secretary Report: Emma Mercado did not have any items for the Secretary report.

Financial Report: Ruth Beckmann said the financials are in order and we still have funds let over from 2020. Ruth will let the Board know what she plans for the left-over funds in the coming months.

Manager's Report: Jodi Landefeld gave the Manager's report. Jodi said she is receiving 2021 annual assessments, completed the annual meeting mailing that went out last week, completed the transition from 2020 to 2021, paid 4th quarter taxes as well as yearly taxes and working on the annual meeting presentation. Jodi will let the new Board member know when the notebooks are completed and set up a time late January to meet to discuss.

New Business: Jodi discussed the annual meeting and possible format. Jodi will send Andrew web site contact to work with Invisible Ink to set up streaming for annual meeting. John, Jodi and Andrew will discuss the annual meeting format and agenda. Jodi included in the Board packets the letter that came from Craig Walker to Glenn Gaboury denying the payment for the Villas street lights. Jerry showed the Board the sign the Villas ARC puts up saying the Villas ARC has approved the project. Jerry suggested CLPOA ARC adopt putting an ARC approved sign in the yard of the applicant. Ruth asked if any of the plaques have been included on the benches. Jerry said none have been installed at this time.

Meeting adjourned at 8: 30 pm

Action Item List
December 8, 2020

1. ARC to monitor dust/debris on new construction lots – on going
2. Jerry to contact City of Kennewick traffic commission for details on their next meeting – Phase 2 – on going
3. Plaques on benches still needed – Phase 2 – on going
4. Jerry to send Craig Walker Harris letter for review - completed

5. ARC to work with Craig Walker regarding Scott Mosley issues - completed
6. ARC to update roofing guidelines – on going
7. Jodi to send \$315 assessment refund to Elsethagen - completed
8. John & Jerry to speak with owner of blue house on W. 48th - on going
9. Jerry to write article for newsletter on Right of Entry - completed
10. Emma mentioned Right of Entry lamination and CLPOA identification when going to property owners – on going
11. Chris said photo of Board for newsletter should be included (when able to meet in person) – on going
12. Patty & Emma to write article for newsletter on political signs - completed
13. ARC continue working on Board member template responsibilities – on going
14. Jodi to have new Board member orientation in January 2021 – on going
15. Jodi to work with Andrew & Rebecca on annual meeting format – on going
16. Rebecca to write article for newsletter on CL Face Book page - completed
17. Jodi to contact Craig Walker on Villas street lights and new documents - completed

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9. Jodi to have new Board member orientation in January 2021
10. Jodi to work with Andrew & Rebecca on annual meeting format
11. John to contact Heritage to remove trash in VP
12. Jodi to send Andrew Invisible Ink contact information
13. Jerry & Andrew to look into new monument sign
14. Jerry to get bids for trees in VP
15. Dog poop pick up and Sign Rule revision included in March newsletter
16. Jerry to purchase trash can lid for VP
17. Reid to have S. Irby monument light replaced
18. Len to contact City on Zply and report back to the Board