



CANYON LAKES PROPERTY OWNERS' ASSOCIATION

BOARD MEETING AGENDA

January 13, 2026

THE VILLAS CLUBHOUSE AT CANYON LAKES - 6:30 p.m.

Approve Agenda

Roll Call – Anne Eerkes

Approval of Meeting Minutes – Rick Burr

Officer Reports:

President – Rick Burr

Vice President – Patty Kopp

Treasurer - Paul Roberts

Secretary - Anne Eerkes

Manager's Report – Devin Lundstrom

Committee Reports:

ARC - Paul Roberts

Communications - Anne Eerkes

CC&R – Emma Mercado

Landscape - Karla Palmer

Long Range Planning – Doug Hester

Sub-Committee Reports:

CC&R Revision – Scott Snyder

Traffic Calming – Karla Palmer

Welcoming Committee – Alicia Mercado

Old Business

Traffic Calming Survey Results

Golf Course Sign Update

Review Fining System & Process

New Business

Open Forum

Adjourn Meeting



President's Monthly Report

Date of Report 1/05/2026

Officer Name: Rick Burr

Action Items In-Progress

1. Nothing to report.

Action Items Completed

1. Nothing to report.

Upcoming Action Items

1. Nothing to report.

Vice President's Monthly Report

Date of Report 1/05/2026

Officer Name: Patty Kopp

Action Items In-Progress

1. Since the new golf course owners are asking to advertise their restaurant on CLPOA property, I am compiling a list of maintenance responsibilities that they have been neglecting.

Action Items Completed

1. Nothing to report.

Upcoming Action Items

1. Nothing to report.

Proposed Formal Motion

1. I move that we negotiate with the golf course to maintain neglected golf course areas in exchange for allowing them to put a sign on our common area.

Additional Comments

Areas of concern that require ongoing maintenance:

-Edge sidewalk around entire perimeter of golf course.

-Weed eat or mow tall weeds and grass adjacent to the sidewalk on steel hilly areas of the golf course.

Ex. South side of the golf course on CLD between 36th and Reed Ct. The weeds and grass grow almost a foot tall. Another area is before the first speed hump across from the nature area, around hole 11, and another between Reed Ct. and The Villas entrance around hole 17.

-Keep weeds trimmed around their lake, especially on the third fairway behind The Villas clubhouse and at the parking area outside The Villas gate. Volunteers have been working on these areas for years.

-Weed and maintain the cart path from 36th Loop to the golf course that they use more than anyone.



Treasurer's Monthly Report

December 2025

Date of Report: 10JAN26

Officer Name: Paul Roberts

Action Items In-Progress

1. Nothing to report

Action Items Completed

1. Updated 2026 budget
2. Updated 2026 assessment calculations

Upcoming Action Items

1. Review Reserve Account budgets
2. Schedule 2026 Reserve Study

Proposed Formal Motion

1. Nothing to propose

Additional Comments:

Total year to date (YTD) expenses are at \$315,888, with 2025 total budget of \$339,900, indicating 93% spent, and an under run of **\$24,012** at year end.

Activities this month:

- Updated 2026 budget and assessment calculations
- Provided budget/assessment summary for distribution to property owners in January
- Reconciled Treasurer's report data to align with QuickBooks

Attachments:

Treasurer's Summary Report –December 2025.pdf

Profit and Loss – Budget vs Actual – December 2025.pdf

Balance Sheet – December 2025



Secretary's Monthly Report

Date of Report: 1/2026

Officer Name: Anne Eerkes

Action Items In-Progress

1. Nothing to report

Action Items Completed

1. Nothing to report

Upcoming Action Items

1. Nothing to report

Proposed Formal Motion

1. Nothing to propose.

Additional Comments:

No additional comments

Manager's Monthly Report

Date of Report 1/05/2026

Officer Name: Devin Lundstrom

Action Items In-Progress

1. Preparing power point for the annual meeting.
2. Completing 2025 bookkeeping records.
3. Continuing to work on the CC&R violations, sending notices.

Action Items Completed

1. Completed minutes for the December Board meeting.
2. Posted homeowner payments.
3. Completed bank deposits.
4. Fielded homeowner calls and emails regarding invoices, complaints and questions.
5. Continued working with each committee on various tasks.
6. Mailed out homeowner invoices for December.
7. Reconciled bank accounts.
8. Responded to (2) title company requests.
9. Processed (2) new homeowners accounts.
10. Prepared Board packet for meeting.
11. Updated website with meeting link and documents.
12. Processed (1) ARC applications.
13. Drove designated CC&R route.
14. Prepared (72) CC&R notices and (4) letters, and (1) certified letter.
15. Completed AP/AR financial duties.
16. Updated homeowner mailing list.
17. Printed end of month reports for Treasurer.
18. Emailed the updated Reserve Study to the Board for review.
19. Filed liens against (9) homeowners.
20. Created 2026 invoices and mailed to (979) homeowners.

Upcoming Action Items

1. Complete monthly manager duties.
2. Drive CC&R route and send out violation notices and letters.
3. Send out the homeowner packet for 2026.



Architectural Review Committee Monthly Report

Date of Report: 10JAN26

Committee Chair: Paul Roberts

Date of Last Meeting: 7/21/25

Last Meeting Attendance: Devin Lundstrom, Paul Roberts, Rick Burr

Date of Next Meeting: TBD

Action Items In-Progress

1. Find third member for Committee.

Action Items Completed

1. Nothing to report

Upcoming Action Items

1. Nothing to report

Proposed Formal Motion

None

Additional Comments:

New residential construction started on W 46th Ave (The Heights at Canyon Lakes)

Summary of ARC monthly activity:

- 1 project application was received as follows: Roof repair
- 1 projects approved
- 1 notification mailed for unauthorized project
- 1 sign delivered for approved project
- 4 signs retrieved from completed projects
- 2 Projects remain delayed until spring



Communications Committee Monthly Report

Date of Report: 1/9/2026

Committee Chair: Anne Eerkes

Date of Last Meeting: 10/8/25

Last Meeting Attendance: Devin Lundstrom & Anne Eerkes

Date of Next Meeting: TBD

Action Items In-Progress

1. No new items to report

Action Items Completed

1. Made a QR code for the traffic calming survey online
2. FB communication about the traffic calming survey – was open 12/15-12/22
3. FB communication on Dog reminders when out for a walk to keep them on their leash so dogs do not unintentionally knock others over & cleaning up after your pet

Upcoming Action Items

4. Feb community meeting communication and planning
5. KID sidewalk repair update – send pics to KID (this will be completed in 2026 or 2027 based on updated information once the KID work is completed)
6. Post about upcoming CLPOA community meeting (ongoing action item)

Proposed Formal Motion

1. Nothing to propose.

Additional Comments:

Reminder: For any projects completed from long range planning or the landscaping committee, please send before and after photos if/when applicable..



Date of Report: 1/10/2026

Committee Chair: Emma Mercado

Date of Last Meeting: N/A

Date of Next Meeting: TBD

Action Items In-Progress

1. Committee members drive weekly to check the neighborhood for any violations of the CC&R rules and regulations.
2. Continue to fill out and update violation spreadsheet.

Action Items Completed

The number of green cards and certified letters sent for the month of December are in the office managers' report.

Upcoming Action Items

Recheck repeated violations

Proposed Formal Motion

Nothing to propose or make any motion.

Additional Comments

No additional comments.

CC&R Violation Tracking

Date of Report: 1/5/2026

Violation	Reminder Notices	Letter / Fines
Upkeep of Lots	34	
Fence Maintenance	16	
Parking (Boat, Trailer, RV, ATV)	8	4
Garbage Cans	14	

Landscaping Committee Monthly Report

Date of Report: 1/9/2026

Committee Chair: Karla Palmer

Date of Last Meeting: 12/9/2025

Last Meeting Attendance: Karla Palmer, Patty Kopp, Reid Klei

Date of Next Meeting: 1/12/2026

Action Items In-Progress

- We have requested that Heritage provide a map or list of irrigation filters, including their condition and a suggested replacement schedule, Andrew has responded to our request, it is in progress.
- Ely Project – Phase 2: Long range planning is working with KBG Masonry LLC on the schedule/plan for the construction of the wall at Ely/40th and Ely/37th. They provided us with information for the homeowners on how the project will be run. Karla will contact the four affected homeowners to bring them up to speed.
- Side note: There appears to be a concrete utility vault buried along the Ely fence line that, per Gabriel, will need to be removed prior to installation of the block wall.

Action Items Completed

- An invoice for the plants and shrubs purchased from Mac's has been received, approved, and paid. The plants will be installed in the spring.
- A bid was received from Heritage for two replacement filters. The invoice has been received and paid, and the filters will be installed in the spring.

Upcoming Action Items

- Homeowner's request for tree trimming on the South Hill property is in progress.

Proposed Formal Motion

Nothing to propose.

Additional Comments

- We are sad to report that Reid Klei has formally resigned from the Board. He has given many years of valuable service to the CLPOA and will be missed.
- Five homeowner concerns were received during this reporting period. One was referred to Heritage; the others are being handled by Karla and Patty.

Heritage Fall Schedule

- January/February: 2 cleanups each month focusing on blowing leaves, debris cleanup and pulling weeds.
- February is typically an off month for services.

Long Range Projects Monthly Report

Date of Report: 01/08/2026

Name: Doug Hester

Action Items In-Progress

1. Reviewing Fining System and Process

Action Items Completed

1. Volunteer Park fence repair, Ely fence repair
2. Flag lot gate (\$2983)
3. Awarded contract to KBG for 37th/40th and Ely walls.
4. Gazebo painting complete. (Third coat applied)

Upcoming Action Items

1. Notify KID for gate installation at Ely
2. Volunteer Park walkway repairs. Bid \$6637, Seal Coating additional \$3155 (2026)

Proposed Formal Motion

1. Approval for Volunteer Park walkway repair. Additional seal coating?

Additional Comments:

2025 estimate of spending:	Balance for KID Fence at Ely	\$2870
	Flag Lot fence and gate	2983
	Gazebo painting V.P.	500
	V.P. sidewalk repairs	<u>0</u>
	Sub Total	\$6,353
	YTD spending (Nov Report)	<u>9,729</u>
	2025 Total	\$16,082
	2025 Budget	<u>-33,500</u>
	2025 Surplus	\$17,418

Traffic Calming Ad hoc Committee Monthly Report

Date of Report: 1/9/2026

Committee Chair: Karla Palmer

Date of Last Meeting: 10/17/25

Last Meeting Attendance: Janey Antal, Karla Palmer

Date of Next Meeting: tbd

Action Items In-Progress

Action Items Completed

The survey results and public comments have been compiled and are attached to this report.

Upcoming Action Items

Proposed Formal Motion

1. Nothing to propose.

Additional Comments:

UPDATED: 136 total responses to the survey including the 58 responses from Facebook.

Canyon Lakes POA Survey – Traffic Concerns in Our Neighborhood

West Canyon Lakes Drive continues to have traffic safety concerns — including speeding, cut-through traffic, and pedestrian safety. Before taking further action, we want to hear from you.

Please take a minute to answer the questions below:

How concerned are you about traffic issues (speeding, safety, volume) in Canyon Lakes?

- 26 Not concerned
- 24 Slightly concerned
- 25 Moderately concerned
- 28 Very concerned
- 33 Extremely concerned

Is traffic safety one of your top concerns as a resident of Canyon Lakes?

- 74 Yes
- 55 No
- 7 Not sure

Have you personally observed any of the following in our neighborhood?

(Select all that apply)

- 110 Speeding vehicles
- 57 Unsafe driving near children or pedestrians
- 77 Cut-through traffic
- 16 None of the above

Which traffic calming measures would you support in our neighborhood?

(Select all that apply)

- 65 Stop signs at key intersections
- 59 Speed humps
- 47 Increased signage (e.g., "Slow Down," School Bus Stops")
- 52 Raised crosswalks or marked pedestrian zones
- 70 More enforcement (e.g., police presence)
- 15 I do not support any traffic calming measures

Do you have any other thoughts or suggestions on how we can improve traffic safety in Canyon Lakes?

You can email, or mail your response.

Email: CLPOA@canyonlakespoa.org



Date of Report: 1/10/2026

Committee Chair: Alicia Mercado

Date of Last Meeting: N/A

Last Meeting Attendance: N/A

Date of Next Meeting: TBD

Action Items In-Progress

In December eight new residences have been reported to the committee.

Action Items Completed

Nothing to report.

Upcoming Action Items

Emma and I plan to visit the eight residents to welcome them to Canyon Lakes in the coming days.

Proposed Formal Motion

Nothing to propose or make any motion.

Additional Comments

No additional comments.