

Canterwood Division 12 STEP Association

c/o Diamond Community Management
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Gig Harbor WA 98335
253-514-6638

IMPORTANT NOTICE for Canterwood Division 12 STEP Homeowners

Date: August 18, 2022

STEP System Maintenance. On or around September 1, 2022, our operations and maintenance contractor *Aadvanced Septic* will be accessing vaults and exercising the STEP system valves in the neighborhood. (The valves allow sections of the system to be shut down if there is an issue.) Although you may not have any system valves in your yard, you may see the crew working near your property. **If you or your neighbors encounter alarms in your system around September 1, please contact Lynn Singleton at (360) 789-9176 before calling for service.**

SAVE THE DATE: STEP Association Annual Meeting. The Division 12 STEP Association Annual Meeting will be held on November 3, 2022 from 5:30 to 6:30 PM in the Canterwood HOA office meeting room. Election of 2 board members, budget ratification, and 2021 Annual Meeting Minutes approval will be on the agenda. Information packets will be mailed on or before October 19. You will need to bring your completed ballots to the meeting or submit them per the instructions on the ballot.

Volunteers: Two of the five board positions will be open for the 2023/2024 period. If you have an interest and are willing to attend 4-6 meetings a year to help with your community business, please contact a Board member. Contact information can be found at: <http://canterwooddiv12step.org/> .

We hope you'll plan to join us at the meeting on November 3rd. Please be sure to bring or submit your ballot before the meeting.

Lynn Singleton, President Canterwood Division 12 STEP Association