

**Canyon Creek Homeowners Association
Board of Directors Meeting Minutes
June 9, 2003**

CALL TO ORDER

Upon due notice given and received President Shelley Armstrong announced that a quorum was present and called a meeting of the Board of Directors to order at 7:10 p.m. at 27 Sonrisa, Irvine, California.

ATTENDANCE

Present:

Shelley Armstrong, President
Gary Plooster, Vice President
Larry Kroll, Secretary
Gary Brenkman, Treasurer
Phil Lisle, Director

Lorraine Grove, Total Property Management

Absent:

None

HOMEOWNER FORUM

There were no owners other than board members present.

COMMITTEE REPORTS

Monument Signs: Chairperson Shelley Armstrong updated the Board.

Social: Chairperson Shelley Armstrong updated the Board.

TREASURER'S REPORT

Treasurer Gary Brenkman reviewed the current financial status. A motion was made, seconded, and carried unanimously to accept the April 30, 2003 and May 31, 2003 financial statements and associated outstanding aging reports subject to review by the CPA at fiscal year end.

A motion was made, seconded and carried unanimously to roll over the C.D. at South Coast Commercial Bank for another six months, with a new maturity date of December 16, 2003.

CONSENT CALENDAR

A motion was made, seconded, and carried unanimously to approve the April 28, 2004 Regular Meeting Minutes and the April 28, 2004 Organizational Meeting Minutes subject to changing "Mitra" to "Alex" in the Homeowner Open Forum of the regular meeting minutes.

DISCUSSION ITEMS

Tennis Court Painting

A motion was made, seconded, and carried unanimously to approve the May 28, 2003 proposal from Cox Contracting Service in the amount of \$1,480.00 for the painting of the 12 tennis court lights, the interior fence between the two courts, and the gate frame, to be funded from the Painting Reserve Fund.

Street Repairs

A motion was made, seconded and carried unanimously to approve the bid from Caliber Paving dated May 13, 2003 for the street repairs subject to him agreeing to lower the price to \$30,940 to be funded from the Street Reserve Fund. In addition, management was directed to have the vendor reevaluate the Sonrisa East and West entrances, as they would appear to require more work than noted on the specifications.

Pool Repairs

A motion was made, seconded and carried unanimously to approve the bid dated May 13, 2003 in the amount of \$1,400 from Water Savers for the replacement of one pool skimmer, epoxy sealing of one crack in the shallow end and leak detection for the remaining two pool skimmers.

Key Replacement Policy

A motion was made, seconded, and carried unanimously to confirm the following key and transmitter replacement policy:

Pool Restroom Key

Lost or stolen keys will be replaced at a cost of \$25.00. Contact Jackie Lombardi at 714.730-6492 or Total Property Management at 949.261-8282.

Main Pool Gate and Tennis Court Gate Transmitter

Lost or stolen transmitters will be replaced at no charge; however, the lost or stolen transmitter will be deactivated. Additional transmitters may be purchased at a cost of \$25.00. Contact Carroll Lund at 714.544-9343 or Total Property Management at 949.261-8282.

Vehicular Gate Transmitter

Lost, stolen or inoperable vehicular gate transmitters will be replaced at a cost of \$17.00. Contact Jackie Lombardi at 714.730-6492.

NEW BUSINESS

Landscaping Proposal

Management reported that the landscaper had prepared a proposal dated June 4, 2003 in the amount of \$1,293 for the Sonrisa East and West entrances in response to a walkthrough with management and Shelley Armstrong. A motion was made, seconded and carried unanimously to approve the proposal.

ADJOURNMENT

There being no further business to come before the board a motion was made, seconded, and carried unanimously to adjourn the meeting at 8:35 p.m.

The next scheduled Board meeting will be held on August 11, 2003 at 7:00 p.m. to be held at 17 Sonrisa.