

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES  
MARCH 9, 2009**

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Board of Directors was held on March 9, 2009 at 2 Rincon, Irvine California.

**ATTENDANCE**

**Directors Present:**

Shelley Armstrong	President
Jim Hensley	Vice President
Gary Brenkman	Treasurer
Larry Kroll	Secretary
Don Flick	Member at Large

**Directors Absent:**

None

**Also Present:**

Homeowners  
Joshua Scott CCAM                      Total Property Management, Inc.

**CALL TO ORDER**

A quorum was present and President, Shelley Armstrong called the meeting to order at 7:00 pm.

**EXECUTIVE SESSION DISCLOSURE**

The Board met in Executive Session on February 9, 2009 to discuss delinquency matters.

**HOMEOWNER FORUM**

No issues were discussed.

**CONSENT CALENDAR**

A motion was made, seconded, and unanimously approved, to approve the minutes of the February 9, 2009, regular Board of Directors meeting as amended.

**COMMITTEE REPORTS**

**Architectural Committee**

The Architectural Committee briefly discussed the paint colors used by the homeowner at 9 Sonrisa. It was determined that the Homeowner did not paint as they stated on their application.

**COMMITTEE REPORT:**

**Landscape Committee**

Monica Younger spoke before the Board and explained the plans for the re-landscaping of the front entryways and proposals for plant material.

A motion was made, seconded, and unanimously passed to approve the proposal as presented by Parkwest Landscape with an amount not to exceed \$2,073.00 to renovate the entryway as outlined by the plans created by the Landscape Committee and Wendy Ann Miller.

The Board reviewed the IRWD water report and the three (3) year history report as presented.

**COMMITTEE REPORT:**

**Social Committee**

Geri and Sam Chinarian spoke to the Board of the changes that the Association is going through as Canyon Creek and the families within it age. The Committee and the Board discussed plans to better bring people of the neighborhood together.

**MANAGEMENT FINANCIAL REPORT:**

Management informed the Board of the financial status of the association, which consisted of \$44,781.42 in the operating account and \$269,193.16 in the Reserve account as of February 28, 2009.

Gary Brenkman gave the Treasurer's Report on the Association's current finances and gave an overview of the state of the 2009 budget.

A motion was made, and seconded to approve the financial statement for February 28, 2009 subject to audit by a CPA at the fiscal year end. The motion passed unanimously.

**BOARD DISCUSSION & MANAGEMENT REPORT**

**OLD BUSINESS**

Painting of restroom floors – The Board tabled this proposal until further bids were received.

Sidewalk Repairs – The Board of Directors tabled the proposal to fill in the cracks in the cement around the Tot-Lot and instructed management to present two (2) more proposals for removal and re-pouring of the cement.

Roofing Proposal -- A motion was made, seconded, and unanimously passed to approve the proposal as presented by Ozone Roofing in the amount of \$760.00 to

repair the roof at the pool house, contingent that Ozone's scope of work will be identical with the proposal as presented by Antis Roofing.

### **NEW BUSINESS**

#### **Letter of Resignation**

The Board was presented with Phil Lisle's letter of resignation effective February 10, 2009. A motion was made, seconded, and unanimously passed to accept the resignation and appoint Don Flick to the vacant position on the Board with a term ending February 2010.

A motion was made, seconded, and unanimously passed to appoint Jim Hensley to the officer position of Vice President.

#### **INSURANCE RENEWAL**

A motion was made, seconded, and unanimously passed to approve the insurance renewal as presented by Robco Insurance Services effective March 4, 2009 with an annual premium of \$7,957.00

A motion was made, seconded, and unanimously passed to approve the renewal of workers compensation insurance through Zenith Workers Compensation Insurance with an annual premium of \$521.00

#### **LIGHTING SERVICE CONTRACT**

The Board of Directors tabled the approval of a new lighting contract until management could present the Board with the current contract.

#### **LIGHTING PROPOSALS**

A motion was made, seconded, and unanimously passed to approve Service 1<sup>st</sup>'s proposal to replace the PL13 flood fixture that is behind the Sonrisa East gate with a cost not to exceed \$100.00

#### **LIGHTING UPGRADE**

The Board tabled the approval of a lighting upgrade until the Board is able to set up an after hours job walk with three (3) lighting vendors. Management stated that this would be billed as an extra inspection if asked to attend.

#### **BASKETBALL HOOP PROPOSALS**

The Board did not approve the proposals for the installation of a basketball hoop at this time.

**LANDSCAPE PROPOSAL**

A motion was made, seconded and unanimously passed to approve Parkwest Landscape's proposal to install a new tree where the Carrot Wood once was at the Tot-Lot with a new and more appropriate tree with a cost not to exceed \$400.00

The Board tabled the proposal for the removal of three (3) Eucalyptus trees that are causing damage to a homeowner's backyard due to the leaves and branches that it is dropping until Management presents 2 more proposals.

**FICUS RUBIGINOSA TRIMMING**

A motion was made, seconded, and unanimously passed to approve Pacific Coast Arborist's proposal to trim the four (4) Ficus Rubiginosa trees at the entryways in the amount of \$580.00

**TURF REPLACEMENT**

The Board tabled the proposal to replant sections of turf with a more drought tolerant species until more plant selections can be made.

**ADJOURN**

A motion was made, seconded and carried to adjourn the meeting at 8:30 pm. to Executive session. The motion passed unanimously.

**ATTEST:**

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**Date**

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**Date**