

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES**

September 9, 2013

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on September 9, 2013 at 17 Sonrisa.

ATTENDANCE

Directors Present:

Gary Brenkman	Treasurer
Larry Kroll	Secretary
Don Flick	Vice President
David Melvold	Member at Large

Directors Absent:

Shelley Armstrong	President
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Also Present:

Joshua Scott CMCA AMS	Total Property Management, Inc.
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CALL TO ORDER

A quorum was present and the meeting was called to order at 7:07 pm.

EXECUTIVE SESSION DISCLOSURE

The Board did not meet in Executive Session on September 9, 2013.

ARCHITECTURAL COMMITTEE

The Board requested that Management inform the Committee to ensure that the neighbor awareness portion of the architectural application be signed by 3 neighbors, including the signature of the neighbor immediately across the street or behind the home when applicable.

CONSENT CALENDAR

A motion was made, seconded, and passed, to approve the Consent Calendar which consists of the following:

- July 29, 2013 Regular Session meeting minutes as amended.
- Approval of the July 2013 Financial Statements subject to Audit at fiscal year-end.

CD INVESTMENT RECOMMENDATION

A motion was made, seconded, and unanimously passed to approve the recommendation for a CD laddering program as recommended by UBS Financial as follows:

6 month CD @ 0.30-0.35%%	\$65,000.00
9 month CD @ 0.40%	\$75,000.00
12 month CD @ 0.45%	\$75,000.00
18 month CD @ .55%	\$75,000.00

RESERVE STUDY

The Board requested that the BBQs be added to the study. Management was requested to ask Association Reserves how they determine best cost compared to worst cost, and how Association Reserves determines what the monthly funding should be based on these two numbers.

AUDITOR APPROVAL

A motion was made, seconded, and unanimously passed to approve the proposal as submitted by Schonwit & Company to perform the 2013 audit and prepare the 2013 tax filing on behalf of the Association in the amount of \$1,000.00

BLOCK WALL REPAIR

A motion was made, seconded, and unanimously passed to approve of the proposal as submitted by Professional Craftsman to repair the block wall by the pool in the amount of \$1,098.50 contingent that Management obtain a second bid for comparison.

IRVINE COMPANY DEVELOPMENT

Dave Melvold provided an update on behalf of the Development Committee; that a letter is being drafted to go to the City. It is intended to be executed by all Board members and to be sent prior to the Sept. 28 Council hearing on the appeal. Four Major Concerns are to be briefly addressed in the letter. These are (1) the vague terminology in the Zoning, (2) need for a maintenance agreement between the City and TIC (and eventually the future HOA) which assures CCHOA of satisfactory future relationships and maintenance performance of the master HOA, (3) an agreement that the Paseo trail will comply fully with recommendations to come from the safety study to be performed in the future, and (4) the zoning language for the Hicks Canyon Road Termination explicitly stating that all costs will be borne by The Irvine Company. A similar letter is expected to be sent to the City from the Park Paseo HOA Board. Additionally, it is anticipated to have an update sent out to all the membership which would also seek voluntary member contributions to offset the personal expenses of the appeal.

BBQ CLEANING

The Board reviewed a proposal for the cleaning of the BBQ at the pool area. Management was directed to inspect the BBQs on the next walk, and provide the Board with a recommendation regarding their cleanliness and components.

MAILBOXES

Responding to correspondence from a Homeowner, Management was directed to place mailbox maintenance on the next agenda.

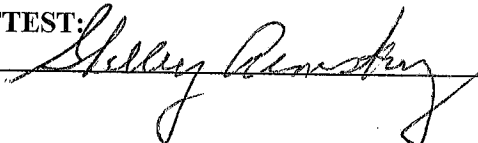
DIRECTIONS

Management was directed to provide the Board with the date of the last street slurry coat.
Management was directed to obtain a cost estimate to replace all of the asphalt streets.
Management was directed to scan the Association's minutes and email to the Association's Webmaster.
Management was directed to inspect the Association's main entrance gate to determine if it is functioning correctly.
Management was directed to list the committee Members on the Member roster, and once corrected to distribute this roster to the Membership with the October 2013 billing.
Management was directed to issue a work order to repair the light at the monument located at Hicks Canyon and Yale.

ADJOURNMENT

A motion was made, seconded and carried to adjourn the meeting at 8:23 pm. The motion passed unanimously.

ATTEST:


_____ Date 10/17/13