

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES  
January 13, 2014**

**NOTICE OF MEETING**

Upon due notice given and received, a meeting of the Board of Directors was held on January 13, 2014 at 2 Rincon.

**ATTENDANCE**

**Directors Present:**

Shelley Armstrong      President  
Gary Brenkman          Treasurer  
David Melvold          Member at Large  
Larry Kroll              Secretary

**Directors Absent:**

Don Flick                      Vice President

**Also Present:**

Joshua Scott CMCA AMS      Total Property Management, Inc.

**CALL TO ORDER**

A quorum was present and the meeting was called to order at 7:03 pm.

**EXECUTIVE SESSION DISCLOSURE**

The Board met in executive session on January 13, 2013 to review the Management and Landscape Contract.

**CONSENT CALENDAR**

- A Motion was made, seconded, and unanimously passed to approve of the Consent Calendar which consists of the October 14, 2013 Minutes as amended, November 25, 2013 Minutes as amended and the November 25, 2013 Executive Session Meeting minutes.
- A Motion was made, seconded, and unanimously passed to ratify the emergency action to have the spa leak inspected and repaired by Decksides Pool service in the amount of \$2,762.59.

**FINANCIAL STATEMENTS**

A motion was made, seconded, and unanimously passed to approve of the November 30, 2013 and December 31, 2013 financial statements subject to audit as the fiscal year end.

**STREET SWEEPER**

A motion was made, seconded, and unanimously passed to approve of the increased service cost from Sunset Sweeping Services from \$155.00 per month to \$160.00 per month..

**WROUGHT IRON FENCING**

The Board tabled the decision to approve of a fencing vendor to complete the repairs and painting of the perimeter wrought iron fencing. This component is to be inspect on the January 14, 2014 Property Inspection. Management was directed to request a proposal to replace the fencing with a steel fence as a comparative bid.

**ROAD REPAIRS AND SEAL COAT**

The Board tabled the road repairs and seal coat. This component is to be inspected on January 14, 2014 and the three bidding vendors are to meet with the Board and revise their bids based on consistent specifications.

**POOL LIGHT**

The Board Tables the approval to replace the failed Pool light. Management was directed to request a proposal from Decksides Pool Service, and to provide an option to install the light if the Board purchases the LED themselves.

**HOLIDAY LIGHTING**

The Board held a discussion regarding the 2013 holiday lighting. No motions were made.

**CANYON CREEK**  
**January 13, 2014**  
**Regular Session.**

**LIGHTING VENDOR**

After a review of the current lighting maintenance contract with Horizon Lighting, a motion was made, seconded, and unanimously passed to approve terminating the contract with Horizon Lighting effective February 28, 2014 in the amount of \$60.00 per month, and to contract with Protek Lighting effective March 1, 2014 in the amount of \$42.00 per month.

**BLOCK WALL REPAIR**

The Board determined that the block wall that was recently repaired would be inspected on January 14, 2014.

**PAYPHONE**

A motion was made, seconded, and unanimously passed to approve of an expense in the amount of \$289.00 to replace the payphone at the pool and replace it with a 911 phone that would only be able to dial 911.

**LANDSCAPE PROPOSAL**

A Motion was made, seconded, and unanimously passed to approve of the proposal as submitted by Parkwest Landscape to remove the dying Alder tree by the tennis court in the amount of \$400.00.

**MANAGEMENT DIRECTION**

Management was directed to take the following actions:

Shelley Armstrong requested that she be provided with a digital copy of the Board packet only in order to save paper.

Tom Jordan was requested to provide a proposal to repair or replace the spacers in the sidewalk where they are failing.

Bathroom remodel is to be place on the February and subsequent agendas.

Mailboxes are to be placed on the February and subsequent agendas.

Annual Meetings are to be placed on January agendas and Annual Calendar.

Rules and Regulations are to be on the February 2014 agenda.


Homeowners are to be informed of the regulation they are in violation of in each Violation letter.

Parkwest Landscape is to be directed to clear the weeds from the gutters.

**ADJOURNMENT**

A motion was made, seconded and unanimously passed to adjourn the meeting to Executive Session at 8:32 pm.

**ATTEST:**

  
\_\_\_\_\_ Date 1/13/14