

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
February 10, 2014**

NOTICE OF MEETING

Upon due notice given and received, a meeting of the Board of Directors was held on February 10, 2014 at 24 Sonrisa.

ATTENDANCE

Directors Present:

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|-------------------|-----------------|
| Shelley Armstrong | President |
| Don Flick | Vice President |
| Gary Brenkman | Treasurer |
| David Melvold | Member at Large |
| Larry Kroll | Secretary |

Directors Absent:

None

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 p.m.

EXECUTIVE SESSION DISCLOSURE

The Board did not meet in executive session on February 10, 2014 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 following:

- January 13, 2014 Minutes as amended, November 25, 2013 Minutes as amended.
- January 13, 2014 Executive Session Meeting minutes.

COMMITTEE REPORTS

a. **ARCHITECTURAL COMMITTEE**

Vance Bennet offered his resignation as a Member and Chairperson of the ARC. After a brief discussion, a motion was made, seconded, and unanimously passed to appoint Jim Hensley to the position of Architectural Chairperson if he would accept the position. The ARC consists of Monica Younger and Jim Hensley. Management was asked to contact Colleen Dunlevy and Suzie Akuta and ask if they would be interested in serving on the ARC.

The Board reviewed architectural application for 5 Trovita and 7 Vispera which had previously been approved by the Architectural Committee.

b. **LANDSCAPE COMMITTEE**

The Board reviewed the weekly landscape report and informed Management that it does not need to be placed in future Board packets.

FINANCIAL STATEMENTS

The Board was not provided with the January 31, 2014 financial statements as they had not been finalized. These will be placed on the March 2014 agenda.

FEE WAIVER

A motion was made, seconded, and unanimously passed to deny the request as submitted by account #T116-00001-03 to have his delinquency fee waived. The Board made this decision after being informed that the delinquency fee is charged to the Association and placed on the Homeowner's account to reimburse canyon Creek. Management was directed to inform this Homeowner of the Board's decision.

INSURANCE RENEWAL

A motion was made, seconded, and unanimously passed to renew the 2014 insurance policies contingent that Armstrong Robitaille/Riegle have the policies amended to be in compliance with the Association's Governing Documents and Civil Code.

WROUGHT IRON FENCING

The Board reviewed the proposals for wrought iron fence repairs. A motion was made, seconded, and unanimously passed that the vendor would be asked to modify their proposal to indicate what repairs are required for each section of fence. David Melvold volunteered to tag each section of fence with a number after his vacation.

ROAD REPAIRS AND SEAL COAT

The Board tabled the road repairs and seal coat. Management was requested to ask Quickel Paving to modify the proposal to include manhole cover raising, blue reflectors, and to provide a description of the width of their proposed grinding in areas petromatted areas.

POOL LIGHT

A motion was made, seconded, and unanimously passed to approve for Decksides pool service to replace the two pool lights with standard halogen bulbs in the amount of \$190.00 each for a total cost of \$380.00

SPA HEATER

A motion was made, seconded, and unanimously passed to approve of the proposal as submitted by Decksides Pool Service to replace the leaking spa heater in the amount of \$3,442.37. Management was directed to provide Decksides with the approved proposal, and to fund the repairs from spa reserves with the remainder of the invoice funded from contingency reserves.

PAYPHONE

The Board reviewed the monthly cost of maintaining the payphone at Canyon Creek. A motion was made, seconded, and unanimously passed to approve of soliciting input from the Membership via an E-blast, and provide the results on the March 2014 agenda.

BLOCK WALL REPAIR

A motion was made, seconded, and unanimously passed to not pay the invoice of Humburg and Associates for the work completed on the wall at the pool. The Vendor could revise the invoice based on the work actually completed.

MAILBOX AND POLES

Hillcrest Construction has set up an appointment to walk the community with a Member of the ARC. The scope of work and proposal is to be placed on the March 2014 agenda.

POOL HOUSE REMODEL

The Board held a brief discussion of the plans to remodel the pool house. No motions were made.

HOMEOWNER REQUEST

The Board reviewed correspondence from a Homeowner who requested the removal of the pine trees along Hicks Canyon Drive. A motion was made, seconded, and unanimously passed to respond to the Homeowner informing her that the trees cannot be removed, but will continue to be pruned annually which exceeds the recommendation of the City of Irvine.

TREE PRUNING PROPOSAL

The Board tabled the approval of a proposal to perform the 2014 tree pruning. Management was directed to ask Parkwest Landscape to provide an arborist report of trees #21, and the Live Oak at park, As Pacific Coast Arborist had concerns.

RULES AND REGULATIONS

After a discussion, the Board tabled any modification of the rules and regulations, and directed Management to place this item on future agendas so it can continue to be discussed.

ADJOURNMENT

A motion was made, seconded and unanimously passed to adjourn the meeting at 8:32 p.m.

ATTEST:

David J. Melton
Secretary

June 10, 2014
Date