

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

NOTICE OF MEETING

Upon notice duly given and received, the meeting of the Board of Directors of the Canyon Creek Homeowners Association was held on May 13, 2014 at 37 Sonrisa, Irvine, CA.

ATTENDANCE

Members Present:

Shelley Armstrong	President
Don Flick	Vice President
David Melvold	Secretary
Gary Brenkman	Treasurer
William Von Blasingame	Member at Large

Members Absent:

None

Also Present:

Heather Hoover, CMCA Managing Agent, Total Property Management, Inc.

CALL TO ORDER

A quorum was present, and Board President, Shelley Armstrong called the meeting to order at 7:08 p.m.

HOMEOWNER FORUM

No homeowners were present for Homeowner Forum.

CONSENT CALENDAR

UPON A MOTION DULY MADE, SECONDED AND CARRIED the Board resolved to approve the following consent calendar items as amended.

- **January 13, 2014 General Session Meeting Minutes (Amended)**
- **February 10, 2014 General Session Meeting Minutes (Amended)**
- **March 27, 2014 General Session Meeting Minutes (Amended)**
- **March 27, 2014 Executive Session Meeting Minutes (Amended)**
- **April 22, 2014 General Session Meeting Minutes as amended**
- **April 22, 2014 Executive Session Meeting Minutes as amended**
- **May 5, 2014 Executive Session Meeting Minutes as amended**

COMMITTEE REPORTS

Architectural

- 6 Redonda – Replace Garage Door – APPROVED
- 7 Vispera – Notice of Completion for Exterior Painting – sent to ARC.
- 13 Vispera – Paint exterior - APPROVED

- 20 Vispera – Replace the windows throughout the home with the exception of the skylights in the kitchen nook and master bedroom. Wood around the windows in the front of the home will be replaced with stucco. Stucco borders will also be added to the windows in the front of the house - APPROVED
- 20 Vispera – Install a pre-built BBQ island with gas grill and gas fireplace in the backyard patio area. Patio area to be paved with concrete and brick - APPROVED

Landscape

- **Irrigation Line Repair Status**

It was reported that the main irrigation line at the pool area has been repaired and water has been restored to the affected areas. The grass area along Yale will be re-seeded in the dead/dying areas as needed. It was noted that the color of the re-installed concrete is too orange and needs to be replaced with a color that is closer to the existing concrete. Management shall speak with Scott English Plumbing about replacing the concrete and color.

- **Sprinklers at the back Yale Gate**

It was noted that these sprinklers do not appear to be working properly or at all and the vegetation for this area is not doing well. Management was requested to have Park West check the area to ensure that the sprinklers are working and are being properly watered.

- **Water for Irrigation & Pool Area**

It was reported that the irrigation system for the community is on reclaimed water except for the Pool area and the irrigation that is controlled by that system. This irrigation is on potable water because of the restrooms and pool water. Management provided the Board with a map of the irrigation system which includes the meter locations and the controller locations for each system. Management was requested to contact Irvine Ranch Water District to ask for a variance due to the irrigation leak.

MANAGEMENT FINANCIAL REPORT

Treasurer Report

Board Treasurer, Gary Brenkman provided his Treasurer's Report on the finances of the Association to the Board for the periods ending March 31, 2014 and April 30, 2014. Upon review, A MOTION WAS DULY MADE, SECONDED AND CARRIED UNANIMOUSLY to approve the financials ending March 31, 2014 and April 30, 2014 subject to the fiscal year-end audit.

BOARD DISCUSSION/MANAGEMENT REPORT

Attorney Retainer

UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board voted to ratify the proposal provided by Nordberg|DeNichilo, LLP for legal counsel services for the Association. The annual retainer fee is \$750.00 and the funds will come from GL #8095, Misc. Administration as there is currently not a line item for legal services in the budget.

Email Correspondence

The Board reviewed the newsletter provided by Nordberg|DeNichilo and discussed the options to have an email address specifically for Canyon Creek Homeowners Association business. It was agreed that this would be a prudent measure for the Board to take. The email address shall be first initial, last name, @canyoncreekhoa.com. Board Treasurer, Gary Brenkman, will set up an

email address for each board member to begin using for all Association related business and will notify management when the change is effective. UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board voted to have separate email addresses created for each Board member for Association business only.

Iron Fencing

This item has been tabled to the June Agenda as revised proposals are pending from the requested bidders.

Entry Wall

This item has been tabled to the June Agenda. Proposals have been requested for engineers to inspect the wall and provide a scope of work to be bid from.

Mailboxes & Posts

This item has been tabled to the June Agenda.

Pool House Remodel

It was noted that this is a project to be included on the Board's list of projects for the Association. No motion was made and this item has been tabled to the June Agenda.

Sidewalk Dividers

This item has been tabled to the June Agenda. Board Secretary, David Melvold will mark the areas where concrete dividers have to be replaced. Management shall check the same and request Tom Jordan to revise his proposal accordingly. The Board made a motion to approve the proposal for repairs to the concrete dividers. UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board approved to have the repairs completed to the concrete dividers by Tom Jordan as long as the cost does not exceed \$1,500.00.

BBQ Stucco Update

It was reported that the stucco at the barbeques has been painted. The barbeque area is scheduled to be sealed on Monday, May 19. No motion was made or carried.

Open Violation Report

The open violation report was reviewed by the Board. Management will send second notices and other letters out as needed. Management was reminded to include copies of the violation notices and owner responses received since the previous Board meeting in the Director's Reports.

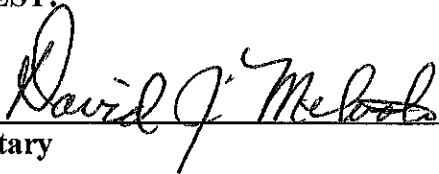
NEXT MEETING ANNOUNCEMENT

The next Board meeting will be held on June 10, 2014 at 7:00 p.m. at 24 Sonrisa, Irvine, CA.

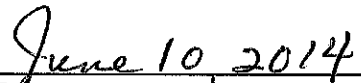
ADJOURNMENT

There being no further business to come before the Board of Directors at this time, A MOTION WAS DULY MADE, SECONDED, AND CARRIED UNANIMOUSLY to adjourn the General Session Meeting at 9:17 p.m.

ATTEST:



Secretary



Date