

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
JULY 8, 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 July 8, 2014 at the community pool, 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 Homeowners Present (26) | Managing Agent, Total Property Management, Inc. |
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CALL TO ORDER

A quorum was present, and Board President, Shelley Armstrong called the meeting to order at 7:04 p.m.

HOMEOWNER FORUM

Homeowners signed in and most spoke on one or more of the following items below:

- Speed bump
- Noise from landscapers on weekends
- Vehicles entering through the exit gate
- Stop signs posting
- Speed limit signs posting

CONSENT CALENDAR

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

- **June 10, 2014 General Session Meeting Minutes**
 - **Item A, Iron Fencing** – change “gate” to “fencing”

COMMITTEE REPORTS

Architectural

- **9 Ramada – Home Remodel Rescinded**

10pm

The homeowner rescinded the unapproved Architectural Applications that were submitted for the remodel of the property. As such, denial letters were sent for the following applications:

1. Add 2nd level
2. Replace front door
3. Replace windows

The following two applications were previously approved by the Committee:

1. Replace roof – Approved with conditions
2. Paint house – Approved, except for front door color which was not approved.

The homeowner was advised that any future exterior improvements to his property require an Architectural Application for review before work can commence.

- **13 Ramada – Paint Exterior**

The homeowner submitted an Architectural Application to paint the exterior of the home. Application Pending (6/23/2014)

Landscape

The Board reviewed the weekly landscape reports provided by Park West Landscape.

- Management noted that the tree stump by the tennis court has been removed and stump ground. The Association will not be charged additionally for the work.
- It was noted that the honeysuckle by the perimeter fencing on the other side of the pool by the creek is not getting enough water. The landscaper has adjusted the sprinklers to reach the top part of the slope for more coverage. Management was requested to check that any of the recently installed plants that have died or are dying will be replaced at no additional cost.

MANAGEMENT FINANCIAL REPORT

Treasurer Report

The financials through June 30, 2014 were not ready and available at the time of the meeting. The Board shall review the financials for June in the next meeting.

BOARD DISCUSSION/MANAGEMENT REPORT

A. Speed Bump

Consideration of comments received during Homeowner Forum was tabled along with other discussion until further investigation is completed.

B. Monument Entry Wall

The Board reviewed the original proposals submitted to make repairs to the monument wall at the west entrance to the community. The Board noted that a scope of work needs to be created that all the vendors can bid from so the proposals are comparable to one another. Board members Brenkman and Melvold will create a scope of work and meet onsite with the vendors to review and discuss. This item was tabled until revised bids are obtained.

C. Proposal Accent Gates – Install New Chain & Idler Pulleys

The Board reviewed the proposal submitted by Accent Gates to replace the chain and idler pulleys on all four (4) vehicle entry and exit gates. At this time, the Board has decided to hold off the repairs until after the gate structure, and possibly the monument wall is repaired.

D. Puerto Fence Repairs/Replacement

BJM

Proposals were not available at the time of the meeting. The Board tabled this item until proposals are received for review.

E. Request to Remove Pine Trees

The Board reviewed the request from the homeowner at 35 Sonrisa to remove the pine trees located in the common area behind her property due to allergies. Following thorough discussion, the Board noted that it would not be prudent to remove the pine trees from the common area and motioned to send a response to the homeowner again rejecting the request.

F. Umbrellas & Pool Furniture

It was noted by some Board members that there are two (2) tables and eight (8) chairs missing from the pool area. Members of the Board will shop around for additional tables and chairs that match or are similar to the existing style. Tom Jordan is providing a proposal for the repairs to the umbrella bases for the Board to review.

G. Pool Leak/Deck Repair

It was noted that the color on the replaced concrete is still not close enough to the existing color and needs to be removed and re-done.

H. Reserve Study

Members of the Board had met with Sean Andersen of Association Reserves for an onsite visit for the Reserve Study. Once the study is completed, a draft will be sent to the Board for review and comment before the draft is finalized. Management will forward the draft to the Board upon receipt.

I. Sidewalk Spacers

It was noted that work has commenced on the sidewalk spacers but has not been completed yet. Management will follow up with Tom Jordan for status.

J. Community Membership Listing

It was noted that the Board and members should have an updated roster with resident information. This roster is sent out as part of the annual budget package to the members at the beginning of each year. A member listing of the homeowners with mailing addresses will be generated and distributed to the Board.

K. Rules & Regulations Update

Members of the Board have been working together to create an updated set of Rules & Regulations. A draft of the changes will be reviewed by the Board before sending to the membership for review.

L. Project 5B Discussion

No action on Project 5B at this time.

M. 2014 Project List

The Board motioned to table review of the project list at this time until receipt of the Reserve Study.

NEXT MEETING ANNOUNCEMENT

The next Board meeting will be held on August 12, 2014 at 7:00 p.m. at 6 Rincon, 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 9:12 p.m.

DJM

ATTEST:

David J. McNeal
Secretary

Aug. 12, 2014
Date