

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
AUGUST 12, 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 August 12, 2014 at 6 Rincon, Irvine, CA.

ATTENDANCE

Members Present:

Don Flick	Vice President
David Melvold	Secretary
William Von Blasingame	Member at Large

Members Absent:

Shelley Armstrong	President
Gary Brenkman	Treasurer

Also Present:

Heather Hoover, CMCA Homeowners Present (2)	Managing Agent, Total Property Management, Inc.
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CALL TO ORDER

A quorum was present, and Board Vice President, Don Flick called the meeting to order at 7:00 p.m.

HOMEOWNER FORUM

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

- Speed bump
- 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:

- **July 8, 2014 General Session Meeting Minutes**
- **July 8, 2014 Executive Session Meeting Minutes**

UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board tabled review of the financial reports until the Board treasurer's return.

COMMITTEE REPORTS

Architectural

- **9 Ramada – Replace Master Bathroom Window**

The homeowner submitted an Architectural Application to replace the master bathroom window at the back of the house.

Status: APPROVED

- **13 Ramada – Paint Exterior**

The homeowner submitted an Architectural Application to paint the exterior of the home.

Status: APPROVED

- **20 Sonrisa – Replace Garage Door**

The homeowner submitted an Architectural Application to replace the existing wooden garage door with a 4-section roll-up door with rectangular windows at the top. To ARC Committee: 7/30/2014

Status: PENDING

- **7 Vispera – Notice of Completion for Exterior Painting**

The homeowner has submitted a second Notice of Completion for the ARC Committee to review and sign for their records. The homeowner submitted an NOC but did not receive the final sign-off.

- **13 Vispera – Notice of Completion for Exterior Painting**

The homeowner submitted a Notice of Completion for exterior painting. Forwarded to ARC Committee for final sign-off.

Landscape

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

- Board member Melvold noted that the seeding and mulch by the pool area had not been completed and that the recently installed honeysuckle plants had died due to inadequate sprinkler coverage.

MANAGEMENT FINANCIAL REPORT

Treasurer Report

- **Treasurer's Report**

UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board tabled review of the financial reports until the board treasurer's return. Melvold provided Total with a list of questions/concerns on the report for management attention.

- **UBS Cash Management Recommendations**

UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board tabled review of the recommendations until the board treasurer's return.

BOARD DISCUSSION/MANAGEMENT REPORT

A. Proposal – Traffic Studies

The Board reviewed the proposals submitted to perform a traffic study to determine if traffic calming measures are needed/recommended for the community. A motion was made to table review and approval of the traffic studies pending references from each consultant on projects similar to that of Canyon Creek. UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board voted to table review of the proposals until references can be obtained and confirmed from each consultant.

B. Insurance Liability Limits

The Board reviewed the correspondence received from Armstrong/Robitaille/Riegle to increase the property limit and umbrella policy for the Association. Discussion ensued and it was determined that the current coverages are appropriate for the Association and within the required guidelines as provided for in the governing documents. UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board voted not to increase the insurance liability limits at this time.

C. Proposal – Monument Wall at West Entrance

The Board reviewed the revised proposals submitted to replace the monument wall at the west entrance to the community based on the meeting with Board members and vendors on July 24, 2014 and the scope of work provided by the Board. UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board voted to table approval of a proposal until further clarification is obtained from the bidders. Melvold and Brenkman will review and send information for clarification to management for response from vendors for the next meeting. As requested, Accent Gates repaired the posts on the guide rollers at the west entrance and detached the guide rollers from the monument wall in preparation for the upcoming work.

D. Proposal – Puerto Fence Repairs/Replacement

The Board reviewed the proposals submitted to repair and/or replace the iron fencing at the end of the cul-de-sac on Puerto. UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board voted to table approval of a proposal until further information can be obtained from the City of Irvine and the Irvine Company as to the elevation level for the foundation and access to lot 5B to perform the work.

E. Reserve Study for Approval

The revised Reserve Study was not available for the Board to review at the time of the meeting. The electronic version shall be emailed to the Board upon receipt for review and comment. Management was requested to revise the Annual Calendar such that the Reserve Study process to start a month earlier.

F. Pool Leak/Deck Repair Update

It was confirmed that the concrete at the pool area where the irrigation work took place has been repaired for a third time. Melvold will inspect the work in the morning after the concrete has had a chance to cure and report back. No motion made or carried.

G. Sidewalk Spacers Update

The sidewalk spacers project has been completed by Tom Jordan. Final invoice was submitted and is being processed by Accounting. Item to be closed.

H. Lien Resolution – APN 530-151-07

The Board reviewed the Resolution to Lien for the abovementioned parcel number. UPON A MOTION DULY MADE, SECONDED AND CARRIED UNANIMOUSLY, the Board voted to approve the lien resolution if payment is not made current by September 1.

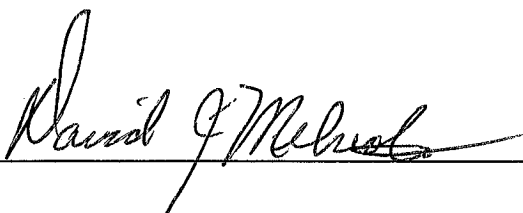
NEXT MEETING ANNOUNCEMENT

The next Board meeting will be held on September 9, 2014 at 7:00 p.m. at 2 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 8:52 p.m.

ATTEST:



Secretary



Date