

Canyon Creek

Meeting Minutes for Canyon Creek Homeowners Association

Meeting Type	Board
Meeting Date	10/14/2014
Location	17 Sonrisa, Irvine, CA
Attendees	Shelley Armstrong, President Gary Brenkman, Treasurer William VonBlasingame, Member at Large Heather Hoover, Total Property Management, Inc. Not in Attendance: Don Flick, Vice President David Melvold, Secretary
Called To Order	7:05 pm
Minutes Approval	<u>Consent Calendar</u> A motion was made, seconded and unanimously carried to approve the consent calendar consisting of the following: <ul style="list-style-type: none">• September 9, 2014 General Session Meeting Minutes• September 9, 2014 Executive Session Meeting Minutes
Homeowner Input	<u>Homeowner Forum</u> Homeowners were present and discussed the following issues of the Association: <ol style="list-style-type: none">1. Dogs playing in the street and off leash2. Parking in the wrong direction3. Speed bump removal
President's Report	<u>Executive Session Disclosure</u> The Board of Directors met in Executive Session following the General Session Meeting on October 14, 2014 to hold hearings, discuss non-compliance matters, legal matters, and to discuss delinquencies as permitted by California Civil Code.
Treasurer's Report	<u>Financial Statements & Status of Association</u> The operating account balance as of September 30, 2014 is \$78,019.64 and the reserve account balance is \$436,181.65.

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A motion was made, seconded and unanimously carried to approve the September 30, 2014 Financial Statements subject to audit by the CPA at the fiscal year end.

Re-allocations

A motion was made, seconded and unanimously carried to approve the following re-allocations:

General Ledger (GL) 8095 Miscellaneous Administration
\$1,533.58 to the following general ledger accounts

1. May 14, 2014 Easter Egg Hunt - \$173.58 to GL 8097 Social Events
2. June 3, 2014 Nordberg, DeNichillo Annual Retainer Fee \$750.00 to GL 8030 Legal Services
3. August 20, 2014 Reserve Study \$610 to GL 8011 Reserve Study

Committee's Report Architectural Committee

1. 17 Ramada - Install Artificial Turf

Status: In review. A sample of the artificial turf was hand delivered to the Committee at the meeting

2. 17 Ramada - Replace Garage Door

Status: Approved

3. 3 Trovita - Install Rain Gutters

Status: Approved

Landscape Committee

The weekly Landscape Reports from Park West Landscape were reviewed and Management reported on concerns presented at the last board meeting with the landscaper. No action was needed.

Social Committee

A Halloween Party is scheduled for Friday, October 31st.

Project 5B Committee

No Report

c/o Total Property Management
2301 Dupont Drive, Suite 100
Irvine, CA 92612

Phone: (949) 261-8282 ~ Fax: (949) 261-6958
www.totalpm.com

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Traffic Safety Committee

The Board discussed the need for a committee to create a questionnaire related to traffic calming measures in order that the Board may determine what, if any, traffic calming devices should be installed within the community. The questionnaire, once reviewed and approved by the Board of Directors, will be distributed to all homeowners via 1st Class U.S. Mail for response. Interested community volunteers were Richard Lombardi and Bob Hoel. A motion was duly made, seconded and carried unanimously to form an Ad hoc Traffic Safety Committee for the abovementioned purpose. The Board appointed William VonBlasingame as the liaison between the Board and the Committee. The Committee is to present a draft survey/questionnaire to send to the members for the Board's review by October 28th.

Manager's Report

2015 Proposed Budget

Management presented the 2015 proposed budget with a recommended 6% increase in membership assessment. A motion was made, seconded and unanimously carried to approve the 2015 budget presented by Gary Brenkman with the membership assessments increasing to \$165.00 per month.

Monument Wall Update

Management provided an update on the project. Cox Contracting is waiting for an all clear from Dig Alert to begin the project. Gary Brenkman will coordinate with Cox Contracting on progress checks during the project. No action is required at this time.

Irvine PD CVC Enforcement Update

Management provided information on the requirements needed to obtain approval from the City for the police department to enforce the CVC in a private community. No action is required at this time.

SenEarthCo

A discussion ensued on the notification to its members on the new enhancement information available to its homeowner. Total will proceed with noticing the members on November 1st with information and instructions to sign up. The Board will send an eblast and add a link to the Association's website.

Tree Trimming

c/o Total Property Management
2301 Dupont Drive, Suite 100
Irvine, CA 92612

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A motion was made, seconded and unanimously carried to approve Tree Pros, Inc. proposal at a cost not to exceed \$1,600.00 for trees that were not included in the April trimming by Park West Landscape.

De-thatch and Over-Seeding

A motion was made, seconded and unanimously carried to table the proposal from Park West Landscape to allow Management to inquire if the de-thatch and over-seeding completed last year. If this was not completed last year, can the Board address just a couple of turf areas instead of all of the turf areas? If it was completed last year, the Board shall decide whether to do the same again this year or wait.

Park West Cost Increase

A motion was made, seconded and unanimously carried to approve the cost increase effective January 1, 2015 for a total amount of \$2,397.00 per month.

Tennis Court Light Repair

A motion was made, seconded and unanimously carried for Management to obtain two additional proposals and granted the ability to approve a proposal at a cost not to exceed \$1,228.00.

AT&T Telephone Service

A motion was made, seconded and unanimously carried for Management to inquire on the second service line and disconnect if not required. Furthermore, the Board approved the small business plan for \$50.00 per line per month.

Action Items

There being no further business to come before the Board of Directors at this time, a motion was made, seconded and unanimously carried to adjourn the General Session Meeting.

ATTEST:


Signature _____ Date 11/11/14

Next Meeting Date 11/11/2014

Time Adjourned 9:00 pm