



## Meeting Minutes for Canyon Creek Homeowners Association

<b>Meeting Type</b>	Board
<b>Meeting Date</b>	11/11/2014
<b>Location</b>	37 Sonrisa, Irvine, CA
<b>Attendees</b>	Don Flick, Vice President David Melvold, Secretary Gary Brenkman, Treasurer William Von Blasingame, Member at Large  Homeowners Present (5)  Heather Hoover, Total Property Management, Inc.  Not In Attendance: Shelley Armstrong, President
<b>Called To Order</b>	7:00 pm
<b>Minutes Approval</b>	<u>Consent Calendar</u> A motion was duly made, seconded, and carried with the majority (3-0 w/1 abstention*) in favor to approve the consent calendar consisting of the following:  <ol style="list-style-type: none"> <li>1. October 14, 2014 General Session Meeting Minutes</li> <li>2. October 14, 2014 Executive Session Meeting Minutes</li> </ol> *Melvold abstained
<b>Homeowner Input</b>	Homeowners were present and discussed the following issues of the Association:  <ul style="list-style-type: none"> <li>• Teenagers drinking and smoking marijuana at the pool and at the tot lot</li> <li>• Teenagers accessing the pool area by climbing over the gate</li> </ul>
<b>President's Report</b>	<u>Executive Session Disclosure</u>

The Board of Directors met in Executive Session following the General Session Board Meeting on November 11, 2014 to discuss non-compliance and legal matters and as permitted by California Civil Code.

**Treasurer's Report** **Financial Statements & Status of Association**

As of October 31, 2014 the operating account balance is \$85,349.93 and the reserve account balance is \$442,088.27.

A motion was duly made, seconded and carried unanimously to approve the October 31, 2014 financial statements subject to audit by the CPA at fiscal year end.

**Committee's Report** **Architectural Committee**

1. 17 Ramada - Install Artificial Turf  
Status: Conditionally Approved

2. 17 Ramada - Replace Garage Door  
Status: Approved

3. 8 Rincon - Install New Landscape in Front Yard  
No approval is needed to install drought tolerant plants as long as the plant material will not exceed six feet (6') in height.  
Status: Approved

4. 20 Rincon - Paint Exterior  
The homeowner needs to submit color chips for the exterior colors of the property. Letter sent 10/16/2014 requesting such.  
Status: Incomplete

5. 15 Sonrisa - Install New Landscape in Front and Back Yards  
Status: Approved

**Landscape Committee**

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

It was noted that the annual color will be changed at the main gate at the end of the month.

### **Social Committee**

It was noted that the Halloween Party was very successful, with over 100 people attending throughout the evening. The total expenditure of the event was \$717.77.

### **Project 5B Committee**

No updates to report

### **Traffic Safety Committee**

The Board reviewed the draft questionnaire submitted by the Traffic Safety Committee and discussion ensued. The Board will provide their comments to William Von Blasingame, the Board Liaison for the Committee before Friday, November 14, 2014. The Committee will meet to review the comments and revise the questionnaire. This item will be on the agenda for the next meeting for approval.

## **Manager's Report**

### **Bids and Proposals**

#### **1. Park West - Sonrisa West Plant Installation**

Upon a motion duly made, seconded and carried unanimously, the Board voted to ratify the proposal submitted by Park West for \$648.00 to install plants in at the Sonrisa West entrance in front of the monument sign. The funds will come from the Association's operating account GL #5520, Landscape Replacement.

#### **2. Tree Pros - Tree Trimming**

Upon a motion duly made, seconded and carried unanimously, the Board voted to ratify the proposal from Tree Pros to trim the trees in the community for \$1,800.00. The funds will come from the Association's operating account GL #5580, Tree Trimming.

#### **3. Proposals - Holiday Lighting**

The Board reviewed three (3) proposals for holiday lighting. The Board noted that there were a couple of items missing on the proposals including:

- lights on the center tree at the East Gate
- ability to call if there are any problems
- all trees should be lit from the trunk up to the first two rows of branches
- lights on timers or photocells
- payment shall be 50% deposit, 40% after installation and 10% after removal

Upon a motion duly made, seconded and carried unanimously, the Board conditionally approved The Christmas Light Pros at a cost not to exceed \$1,500.00 with the above items included as part of the contract. The funds will come from the Association's operating account GL #7525, Holiday Lighting.

#### 4. Proposals - Inspector of Election Services

The Board reviewed three (3) proposals for Inspector of Election services. A motion was duly made, seconded and carried unanimously to retain Accurate Voting Services to provide Inspector of Election Services for the 2015 Annual Election at a cost of \$502.60. The funds will come from the Association's operating account GL #8005, Election Expense.

### **Board Discussion/Management Report**

#### 1. Monument Wall Recap

Gary Brenkman reported that the reconstruction of the monument wall went very well and Cox Contracting did a good job on the project. Gary recommended that they be considered for other projects in the community including the perimeter fencing project. The Board thanked Gary for his diligence in overseeing the project.

#### 2. Yield Sign Installation at Sonrisa East Exit

The Board reviewed the correspondence regarding replacing the stop sign at the intersection of Hicks Canyon and Sonrisa East exit gate with a yield sign as previously approved by the City. The Board noted that the stop sign and a yield sign serve the same purpose at this location and at this time, does not need to be replaced. This item may be considered in the future at such time as the present Stop sign is due for repair or replacement. It would also not be prudent to replace the sign at this time as traffic safety is a concern currently being investigated by a task force and the Board. The Board requested management to send a response accordingly.

### 3. Rules & Regulations Discussion

Discussion ensued regarding installation of artificial turf in the community as it has been noted that such installation is prohibited in accordance with the Rules & Regulations of the community. The Board recognizes the need for water saving alternatives due to the extreme drought conditions and requested that this item be placed on the agenda for the next meeting to consider an amendment to the rule. No further action taken.

### 4. Homeowner Correspondence

#### a. Dog Run Suggestion

The Board discussed the homeowner suggestion to install a dog run or a dog-friendly area in the community. The Board noted that this suggestion may have merits, however there are many things to consider including, location, design, cost, maintenance, liability, etc. At this time, there are other pressing maintenance items that need to be addressed before spending funds on this improvement but the Board will consider this amenity for a future project. Homeowners Ralph Annunziata and Eddy Amin volunteered to gather information for the Board's review and consideration when they decide to address this project. A response to the homeowner will be sent by management. No further action required.

#### b. Request to Change Gate Code

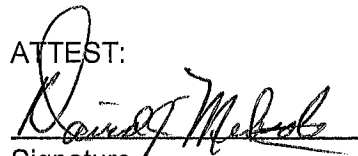
# Canyon Creek

The Board reviewed the request to change the gate code at the front entrances. It was noted that the code is scheduled to be changed once a year for both vehicle and pedestrian gates just before school is out for the summer. The Board did not feel a need to change the gate codes at this time. A response to the homeowner will be sent by management. No further action required.

## Action Items

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

ATTEST:

  
Signature

12/9/14  
Date

Next Meeting Date 12/09/2014

Time Adjourned 8:47 pm