

# Canyon Creek

## Meeting Minutes for Canyon Creek Homeowners Association

<b>Meeting Type</b>	<b>Board</b>
<b>Meeting Date</b>	<b>01/13/2015</b>
<b>Location</b>	2 Rincon, Irvine, CA
<b>Attendees</b>	Shelley Armstrong, President Don Flick, Vice President Gary Brenkman, Treasurer William Von Blasingame, Member at Large  Not In Attendance: Dave Melvold, Secretary  Also In Attendance: Richard Lombardi, Traffic Safety Committee Member (3) Homeowners  Heather Hoover, Total Property Management
<b>Called To Order</b>	7:05 pm
<b>Minutes Approval</b>	<b><u>Consent Calendar</u></b> Upon a motion duly made by Brenkman, seconded by Flick and carried unanimously, the Board voted to approve the following items: 1. December 9, 2014 General Session Meeting Minutes 2. December 9, 2014 Executive Session Meeting Minutes
<b>Homeowner Input</b>	Homeowners present were interested in knowing the results of the Traffic Study Survey.
<b>President's Report</b>	<b><u>Executive Session Disclosure</u></b> An announcement was made that the Board of Directors will meet in Executive Session following adjournment of this meeting on January 13, 2015 to hold hearings, discuss non-compliance matters, legal matters and delinquencies as permitted by California Civil Code.
<b>Treasurer's Report</b>	<b><u>Financial Status of the Association</u></b> As of December 31, 2014, the operating account balance is \$78,816.11 and the reserve account balance is \$448,531.07. A motion was made by Brenkman, seconded by Flick and carried unanimously to approve the December 2014 Financials subject to audit at fiscal year end.
<b>Committee's Report</b>	<b><u>Traffic Safety Committee</u></b> 1. Review Questionnaire Results Brenkman presented the results of the traffic survey that included graphs and other data compiled by Survey Monkey from the

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online results and hard copy surveys received back. Of the 128 homes that were sent the survey, 83 (64.8%) responses were received back. Input from homeowners present was obtained including the concern about safety at the corners within the community. It was agreed that the Board would review the results of the study more in-depth, taking homeowner comments into consideration, and provide suggestions for improvements at the next meeting.

## 2. Committee Status

At this time, the Committee remains intact until the Board determines that the Committee has achieved its goals and subsequently dissolves the Committee.

### Architectural Committee

#### 1. Committee Status

Armstrong noted that Jim Hensley, Architectural Committee Chairperson, would like to resign from the Architectural Committee but will continue to volunteer until such time that a replacement is appointed. Armstrong noted that Maria Hensley would be interested in serving on the Committee if needed. Brenkman will send a broadcast email to the homeowners asking for any interested parties to respond.

#### 2. 10 Rincon - Replace Roof

The homeowners submitted an architectural application to replace the roof.

STATUS: Approved. Approval letter sent 1/12/2015.

#### 3. 1 Vispera - Multiple Items

The homeowner submitted an architectural application for the following items:

- a. Add entry gate at the front exit next to the single car garage
- b. Enclose existing balcony at the front above the garage
- c. Change existing closet to a bathroom
- d. Replace all windows with dual glass white vinyl windows
- e. Replace existing fish scale siding with stucco and wood-like tile

siding per front elevation.

STATUS: Rejected. The application needs neighbor awareness signature from all adjacent neighbors, 9 in total. As well, a separate application needs to be submitted for each of the various improvements as noted in the Architectural Guidelines.

### Landscape Committee

#### 1. Weekly Landscape Reports

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

## **Social Committee**

No updates to report

## **Project 5B Committee**

No updates to report

## **Manager's Report** **Bids & Proposals**

### 1. 13 Redonda - Block Wall Repair

The Board reviewed the sole proposal received from Cox Contracting for \$1,475.00 to repair the block wall at 13 Redonda. It was noted that the proposal includes re-facing the slumpstone in lieu of replacing due to the custom stonework on the interior wall. The Board noted that the custom stonework installed by the homeowners was not an improvement previously approved by the Architectural Committee. Although the homeowners will not have to remove the stonework, they are solely and fully responsible for any repairs to it. A motion was made by Brenkman to approve the proposal from Cox Contracting conditional upon confirming with Cox that the repairs will be adequate for the wall. The motion was seconded by Von Blasingame and carried unanimously.

### 2. Speed Limit Sign

The Board reviewed the costs provided to purchase speed limit signs for the community. The results of the Traffic Study indicated a strong recommendation to re-install speed limit signs. A motion was made by Brenkman to purchase four (4) 15 mph speed limit signs from Discount Safety Gear at a cost of \$42.79 each, to be installed at the front entrances of the community and in two (2) other locations. Brenkman further motioned to purchase four (4) "Children at Play" signs to replace the faded ones that are currently installed. The motion was seconded by Von Blasingame and carried unanimously.

## **Board Discussion/Management Report**

### 1. Annual Election - February 10, 2015

It was announced that the annual election is scheduled for February 10, 2015 and will be held at 17 Sonrisa. All five (5) positions are up for election and there are four (4) candidate nominations. Ballots were mailed out to the homeowners and will be counted and opened by Accurate Voting Services on the day of the election.

### 2. Pool Gate Lock Repair

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The pool gate lock was originally scheduled to be repaired on 12/22. Due to the holidays, the scheduling was overbooked and the work has not been completed yet. The work is scheduled for complete the week of January 12. Upon completion, the lock will be changed out and the original lock will be re-installed.

### 3. Rules & Regulations Amendment Update

Brenkman noted that he is working on the rules and regulations amendment to send to the membership for review.

### 4. Project List Review

The Board reviewed the items on the Project List and noted the following:

a. Puerto Iron Fencing & Block Wall - Bids should be obtained for the repair and/or replacement of the iron fencing and block wall located at the end of the cul-de-sac on Puerto. The proposal should include the options for:

- like for like repair/replacement;
- full block wall replacement; and
- full iron fencing replacement

b. Perimeter Iron Fencing - Bids should be obtained to repair and/or replace the iron fencing located around the perimeter of the community. The bids shall be itemized according to the numbered labels on each section of fencing.

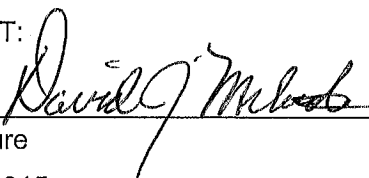
c. Patio Furniture - Armstrong noted that she will check the patio furniture inventory to see if we can get the same furniture as currently existing.

d. Walkways for Repair - Brenkman noted that he will walk the community and find a way to mark the areas of the sidewalks that need repair or replacement.

### 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 General Session Meeting.

ATTEST:

  
\_\_\_\_\_  
Signature

3/10/15  
Date

**Next Meeting Date** 02/10/2015

**Time Adjourned** 8:41 pm