

SHADY CANYON COMMUNITY ASSOCIATION
GENERAL SESSION MEETING MINUTES
SEPTEMBER 2, 2009
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BOARD MEMBERS PRESENT: Rich Cadarette
Richard Liggitt
Mike Reeves

BOARD MEMBERS ABSENT: Mike Gray
Mike Noggle

MANAGEMENT REPRESENTATIVES: Shana Aaberg
Julie Haye
Sherry Salazar
Kim Hockings
Keystone Pacific Property Management, Inc.

ISSUES DISCUSSED IN EXECUTIVE SESSION

Homeowners were present to discuss irrigation retrofitting charges, common area planting, and a security camera with the Board, the July 1, 2009 meeting minutes were approved, hearings were held, a letter from legal counsel was reviewed, the Villas/Sycamores landscape contract was discussed, the light maintenance proposals were reviewed, a fine reversal request, delinquent accounts, homeowner response to an IDR request, homeowner non-response to an ADR request, homeowner dispute of hydromulch and weed abatement charges and vendors' performance were discussed during the July 1, 2009 Executive Session meeting.

CALL TO ORDER

The meeting was called to order by Board Vice President, Richard Liggitt at 4:25 P.M

GUEST IN ATTENDANCE

Scott McClain and Todd Cooper from GMI, Inc. were in attendance to answer any questions regarding gate access control. Scott stated that GMI, Inc. caught one person speeding with the speed. He as stated that he will be providing the staff with more training on the new gate access software.

ARCHITECTURAL REPORT

Sherry Salazar gave an update regarding the design review process, homes under construction, final approvals and construction violations. There were four homes completed. Sherry informed the Board that she has prepared the 2009-2010 winterization letters requesting that vacant Lot owners completed this work by October 1, 2009.

HOMEOWNER FORUM

No homeowners spoke during the homeowner forum.

CONSENT CALENDAR

A motion was made, seconded and carried to approve the following items from the consent calendar, without further discussion:

Item A: July 1, 2009 General Session Meeting Minutes – Resolved, to approve the July 1, 2009 General Session Meeting Minutes.

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Item B: Action Without Meeting Minutes – Shady Canyon Golf Club Request – Resolved, to ratify and approve the Action Without Meeting Minutes to approve the Shady Canyon Golf Club's request to send out an invitation to all Shady Canyon residents that are not club members with the condition that the Board is allowed to approve the invitation, Management sends out the invitation so that a list is not given to the club and the club must reimburse the Association for any costs incurred.

Item C: Action Without Meeting Minutes – Homeowner Variance Request – Resolved, to ratify and approve the Action Without Meeting Minutes to approve the variance request from the homeowners at Lots 75 and 76 of Tract 15941 to move their existing down slope fences farther down the slope in order to achieve a much less visible fence line

Item D: Action Without Meeting Minutes – Homeowner Variance Request – Resolved, to ratify and approve the Action Without Meeting Minutes to approve the variance from the homeowner 29 Boulder View to install a structure that is attached to his main house and has a solid pitched roof.

Item E: Action Without Meeting Minutes – Down Slope Fence Field Adjustments – Resolved, to ratify and approve the Action Without Meeting Minutes to approve Down Slope Fence Committee to approve the revision of a down slope fence line during a preconstruction meeting based on field conditions, without having to request a variance from the Board, as long as the fence does not deviate from the approved plan more than 5 linear feet. Any request to install a fence more than 5 linear feet off of the approved plan should be sent to the Board as a variance request. Also, any adjustments made in the field shall be recorded on the plan and sent to the owner in writing to mitigate any misunderstandings between homeowners and the Committee. The reasons for the deviation from the plan (i.e. shrubs or trees) should also be photographed for the record so that they can be reviewed during the final observation to ensure that they were not disturbed.

Item F: Homeowner Request for a Landscape Maintenance Easement Agreement (LMEA) – Resolved, to approve the request from the homeowner at Lot 75, Tract 15941 for a LMEA at the left side property line encompassing two (2) feet of land subject to the homeowner paying all legal costs associated with the creation of this agreement.

Item G: LSA Down Slope Fence Review – Resolved, to accept the LSA down slope fence review and allow the homeowner at Lot 24, Tract 15941 to submit a plan to the committee, with all applicable fees, for review and approval within the boundaries specified by LSA.

Item H: Villas/Sycamores Tree Trimming Proposals – Resolved, to accept the proposal from Valley Crest Landscape Maintenance to trim the trees in the Villas/Sycamores for a total cost of \$5,310.00.

Item I: Shady Canyon Landscape Committee Charter Revision – Resolved, to grant an additional spending authorization to the Landscape Committee of \$1,000.00 to allocate to miscellaneous plant replacements.

Item J: Delinquent Accounts – Resolved, to place liens on accounts APN #464-031-42, APN #481-143-27 and APN #481-143-13.

A motion was made, seconded and carried to table the following items from the consent calendar, with further discussion:

Item A: Financial Statements – A motion was made, seconded and carried to table the acceptance of the May 31, 2009, June 30, 2009 and July 31, 2009 so that Board member, Mike Gray can further review them.

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OLD/NEW BUSINESS

Item A: Shady Canyon Board of Directors Letter to the City of Irvine – A motion was made, seconded to direct Management to compose a letter to the City of Irvine detailing the need for additional safety precautions at the STOP sign at the interception of Shady Canyon Drive and Sunny Hill Drive as well as the public trail crossing right inside of the west gate. Once composed, Management will send this letter to the Board of Directors for revisions prior to sending to the City of Irvine. Board Member, Richard Liggitt will work with Management to compose this letter. Motion carried 3/0.

Item B: Proposal to Stencil “Stop Ahead” at Various Locations Throughout the Community -- A motion was made, seconded and carried to approve the proposal from Quickel Paving to stencil stop ahead on Shady Canyon Drive at the intersection of Shady Canyon Drive and Sage Creek as well as on Copper Creek at the intersection of Copper Creek and Blue Heron for a total of 4 locations at \$106.25 per location. Motion carried 2/1. Board member Mike Reeves abstained from this vote.

Item C: Proposal for Regular Maintenance on the Wooden Access Gates – This item was tabled. The Board instructed Management to request a revised maintenance proposal from W.C. Friend to include monthly belt replacement and perhaps an extended warranty on faulty parts in their maintenance proposal, possibly a contract including materials charges but not labor charges. This item will be placed on the October 7, 2009 meeting agenda.

Item D: Homeowner Request to Install a Mirror for Better Visibility at Intersection – This item was tabled. The Board instructed Management to forward this request to Kimley-Horn to be included as part of the follow-up to the Revised Traffic Study to determine efficacy and request that they suggest a possible alternative to increase visibility. The Board would also like Management to obtain costs to install mirrors and place this time on the October 7, 2009 meeting agenda.

Item E: Vendor Requirements -- A motion was made, seconded and carried to instruct Management to contact legal counsel to draft a document to waive the vendor insurance requirements for vendors who will only be delivering products to the property. Management advised against this. All vendor insurance requirements will still need to be met for any vendor who must come onto the property and perform work. Motion carried 3/0.

Item F: Proposed Change to the Contractors Manual -- Dumpsters -- A motion was made, seconded and carried to send a proposed revision to the contractors manual prohibiting construction dumpsters from being placed on the common area streets. This proposed revision will be sent out for a 30 day comment period, then placed on the November meeting agenda with all comments received by Management. Motion carried 3/0.

Item G: Proposal for “No Trespassing” Signs for the Pool Area -- The Board requested Management to obtain a mock-up of the proposed signs and send them to the Board for review. The Board would also like to revise the number of signs from four to three.

Item H: 2009-2010 Reserve Studies – The approval of this item was tabled in order to allow Board Member, Mike Gray to review the reserve studies at a meeting with Community Manager, Shana Aaberg and Company Controller for Keystone Pacific Property Management, Inc., Mike Smith at a meeting scheduled for September 14, 2009 and make any changes he sees fit. This item will be placed on the October meeting agenda for Board review and approval.

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Item I: Proposed 2009-2010 Budgets – The approval of this item was tabled in order to allow Board Member, Mike Gray to review the proposed budgets at a meeting with Community Manager, Shana Aaberg and Company Controller for Keystone Pacific Property Management, Inc., Mike Smith at a meeting scheduled for September 14, 2009 and make any changes he sees fit. This item will be placed on the October meeting agenda for Board review and approval.

COMMITTEE REPORTS

No committee reports were given.

ADJOURNMENT

With no further business to discuss, the General Session was adjourned at 5:45 P M

ACCEPTED: 

DATE: 10/7/09