

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
February 12, 2019**

**REGULAR SESSION MINUTES**

<b>NOTICE OF MEETING</b>	Upon notice duly given and received, a general session meeting of the Board of Directors of the Canyon Creek Homeowners Association was held at 13 Ramada, Irvine, CA on February 12, 2019.
<b>ATTENDANCE</b>	<b>Directors Present:</b> Don Flick, President Ralph Annunziata, Secretary David Melvold, Treasurer Ann Marie Simmons, Member at Large  <b>Absent:</b> <i>Ken Fairbanks, Vice President</i>  <b>Representing Mgmt:</b> Jamie Hackwith, CMCA®, AMS®, PCAM®
<b>GUESTS PRESENT</b>	There was one (1) guest in attendance for regular session.
<b>CALL TO ORDER</b>	A quorum was present, and President, Don Flick, called the meeting to order at 6:23 PM
<b>HOMEOWNER FORUM</b>	There was one (1) homeowner present at the meeting to address the following with the Board: <ul style="list-style-type: none"><li>• Trees</li></ul>
<b>EXECUTIVE SESSION DISCLOSURE</b>	An announcement was made indicating that the Board met in Executive Session prior to the Regular Session portion of the meeting to discuss delinquencies, hold hearings for non-compliance matters, contractual, personnel and legal issues as permitted by California law.
<b>MINUTES</b>	<i>A motion was made, seconded and carried unanimously to approve the Minutes from the January 8, 2019, regular session meeting as corrected.</i>
<b>TREASURER'S REPORT</b>	The Board reviewed the financial statement for the period ending December 31, 2018. Management informed the Board of the most current financial status of the Associations banking accounts, which consisted of \$52,434.64 in the checking account and \$587,264.67 in the reserve investment account.  <i>A motion was made, seconded and carried unanimously to accept the treasurer's report for December 31, 2018 with the understanding that the excessive water use discrepancy needs to be resolved.</i>
<b>INVESTMENTS</b>	None this month
<b>LIEN APPROVALS</b>	None this month
<b>FORECLOSURES</b>	None this month

## **COMMITTEE REPORTS**

### **ARCHITECTURAL COMMITTEE**

#### **Chairman: Shelley Armstrong**

1. The Board reviewed the Architectural Progress Report. **No motions were made.**
2. 27 Sonrisa – Arch Application (Concrete)
3. 27 Sonrisa – Arch Application (AstroTurf)

*A motion was made, seconded and carried to reject both applications as incomplete (David Melvold abstained).*

4. Leasing Signs – The Board reviewed the current Sign Regulations and how they relate to “For Lease” signs

*A motion was made, seconded and carried unanimously to table discussion pending review of the current civil code.*

### **COMMUNITY FACILITIES COMMITTEE**

#### **Chairman: Ken Fairbanks**

1. Replacement Keys for Pool/Tennis Court – The Board discussed the current cost for a replacement key

*A motion was made, seconded and carried unanimously to increase the cost of the replacement pool/tennis court key from \$25.00 to \$100.00.*

2. Perimeter wrought iron fence - Discussion of the bids submitted by Fence Menders (\$13,640) and PCW (\$30,075) to complete the work. Management to contact Cox Construction and request a revised proposal. Action on this item to be finalized at the March 12, 2019 meeting.
3. Wall Caps (Rincon) - Discussion of the bid from Cox Contracting to complete the work @ \$5,180.00
4. Mailbox update
5. Pool house update
6. 7 Puerto – Wall extension request update. The homeowner has withdrawn his request.

**No motions were made regarding item #2 through item #6.**

### **LANDSCAPE COMMITTEE’’**

#### **Acting Chairman: Don Flick**

1. The Board reviewed the Park West punch list and weekly landscape reports. **No motions were made.**
2. Tree Removals – The Board reviewed various emails regarding three (3) Blue Gum Eucalyptus trees approved via an emergency meeting. The Board also reviewed the October 3, 2017 Arborist report from Tree Pros and proposals submitted by Tree Pros (\$2,720.00 each), Park West (\$19,800 for 5 trees) and WB Starr (\$13,550.00) to remove the remaining trees indicated on the report.

*A motion was made, seconded and carried unanimously to approve the proposal submitted by WB Starr to remove five (5) Blue Gum Eucalyptus trees at a cost of \$13,550.00 on the condition that they agree to remove (at no additional cost) all wood chips and back-fill with soil and provide*

**LANDSCAPE  
COMMITTEE**  
*Continued...*

*proper protection to prevent damage to the turf and sidewalk. To be coded to the tree removal reserve fund.*

3. IRWD Excessive Use Fees – Update. **No motions were made.**

**LANDSCAPE  
RENOVATION  
COMMITTEE**

**Chairman: Don Flick**  
No action was required.

**SOCIAL  
COMMITTEE**

**Chairman: Geraldine Chinarian**  
No report submitted

**WELCOMING  
COMMITTEE**

**Chairman: Don Flick**  
No new homeowners in month of January; no report.

**DISCUSSION ITEMS:**

**VEHICLE  
ACCIDENT (YALE  
AVE)**

The Board reviewed various information regarding the vehicle collision into the perimeter fence on Yale Avenue on January 24, 2019. Mercury Insurance provides coverage for the woman involved in the accident. A claim has been opened (CAPA-01058951) Mercury Insurance indicates that Toyota is completing test on the vehicle to determine if this was a manufacture defect. As such, Mercury is on hold in accepting responsibility for the claim until the test results are in and evaluated.

**Swing Gate** - Management spoke to Rich Swanson, Fire Prevention Analyst on January 30, 2019. Per Mr. Swanson, the swing gate located on Yale near 17 Ramada is not anything to do with them. He said it probably has something to do with an easement with either a utility company or the Urban Wildlife Corridor. Mr. Swanson suggested contacting the City of Irvine to see if they know anything about the gate.

Don Flick talked with Scott with the city Planning Division on February 1, 2019 and he stated there were no easements that he could determine. Don also contacted the County Planning Division and they also stated there were no easements they could determine.

**Repair Estimate** – The Board reviewed the estimate submitted by Cox Contracting to complete the needed repairs at a cost of \$ 14,975.00.

*A motion was made, seconded and carried unanimously to approve the proposal at a cost not to exceed \$16,000.00 to include revisions to the gauge, the main posts, minimal dimensions of the post footings and sidewalk. To be coded from the fence reserve fund.*

**INSURANCE  
RENEWAL**

The Board reviewed the renewal quote submitted by Armstrong/Robitaille/Riegle.

*A motion was made, seconded and carried unanimously to approve a renewal with a \$5,000.00 property damage deductible with the added premium included to maintain the current liability coverage liability coverage at \$2 million per occurrence and aggerate of \$4 million.*

**GARAGE SALE /  
HOME TOUR /  
DUMPSTERS  
SCHEDULE**

The Board discussed a date for a possible community Garage Sale / Home Tour and Dumpsters.

*A motion was made, seconded and carried unanimously not to hold a Garage Sale / Home Tour in 2019.*

**STREET SWEEPING  
- INCREASE  
NOTICE**

The Board reviewed a letter submitted by Sunset Property Services regarding a \$7.00 per month increase in the monthly service, effective February 1, 2019.

*A motion was made, seconded and carried unanimously to approve the increase.*

**PATROL SERVICE**

The Board reviewed information regarding patrol service charges in 2018.

*A motion was made, seconded and carried unanimously to table discussion until the March 12, 2019 meeting.*

**NEXT MEETING**

The next scheduled Board of Directors Meeting will be held on Tuesday, March 12, 2019 at 29 Sonrisa, Irvine, CA. Executive Session Meeting to begin at 6:30 PM, with the General Session Meeting immediately following or by 7:00 PM.

**ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting adjourned at 8:58 PM

**ATTEST:**

**APPROVED BY THE BOARD**

Signature

**3/12/2019**

Date