

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
June 11, 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 35 Sonrisa, Irvine, CA on June 11, 2019.
<b>ATTENDANCE</b>	<b>Directors Present:</b> Don Flick, President Ken Fairbanks, Vice President David Melvold, Treasurer Ralph Annunziata, Secretary Ann Marie Simmons, Member at Large  <b>Representing Mgmt:</b> Jamie Hackwith, CMCA, AMS, PCAM
<b>GUESTS PRESENT</b>	There were no guests in attendance for regular session.
<b>CALL TO ORDER</b>	A quorum was present, and President, Don Flick, called the meeting to order at 7:07 PM
<b>HOMEOWNER FORUM</b>	There were no homeowner present at the meeting.
<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 May 14, 2019 regular session meeting as presented.</i>
<b>TREASURER'S REPORT</b>	The Board reviewed the financial statement for the period ending April 30, 2019. Management informed the Board of the most current financial status of the Associations banking accounts, which consisted of \$60,052.53 in the checking account and \$565,280.53 in the reserve investment account. The Board also reviewed the financial statement for the period ending May 31, 2019. Management informed the Board of the most current financial status of the Associations banking accounts, which consisted of \$41,229.17 in the checking account and \$572,433.90 in the reserve investment account <i>A motion was made, seconded and carried unanimously to accept the treasurer's reports for April 30, 2019 and May 31, 2019.</i>
<b>INVESTMENT MATURITY DATES</b>	None this period
<b>FINANCIAL SERVICES</b>	The Board discussed the financial services currently provided by UBS Financial and information submitted by Brendan Concannon, Vice President and Regional Account Executive from Mutual of Omaha. <i>A motion was made, seconded and carried unanimously to start the process of completing the paperwork and set up an account (on the banking side) with Mutual of Omaha.</i>

**LIEN APPROVALS**           None this month

**FORECLOSURES**           None this month

**COMMITTEE REPORTS**

**ARCHITECTURAL COMMITTEE**       **Chairman: Shelley Armstrong**

1. The Board reviewed the Architectural Progress Report. **No motions were made.**
2. Draft guidelines for synthetic lawn – The Board reviewed the revised Guidelines for synthetic lawn as prepared by Ann Marie Simmons.

*A motion was made, seconded and carried unanimously to mail the guidelines for synthetic lawn out to all homeowners, as revised.*

3. Surveillance Camera Policy – The Board reviewed the policy drafted by Robert DeNichilo of Nordberg | DeNichilo.

*A motion was made, seconded and carried unanimously to send the draft surveillance camera policy out as an eblast for comments and add the item to the July 9, 2019 meeting agenda for discussion.*

**COMMUNITY FACILITIES COMMITTEE**

**Chairman: Ken Fairbanks**

1. Facilities Update – The Board reviewed the update submitted by Ken Fairbanks, including:
  - Auto Gate
  - Mailboxes
  - Monument Sign
  - Sprinkler Controls
  - Cameras

**No motions were made.**

2. Various Fencing and Gate Repairs – The Board reviewed the revised proposal submitted by Fence Menders.

*A motion was made, seconded and carried unanimously to approve the proposal submitted by Fence Menders to complete items I through V at a total cost not to exceed \$21,000.00. **To be coded to the fence reserve.***

3. Wall Caps (Rincon) – Discussion of the bid from Cox Contracting to complete the work @ \$5,180.00

*A motion was made, seconded and carried unanimously to table discussion until the July 9, 2019 meeting.*

**LANDSCAPE  
COMMITTEE**

**Acting Chairman: Don Flick**

1. Park West punch list and weekly landscape reports. **No motions were made.**
2. Park West Landscape Bids:
  - a. Add new plants material in the planter adjacent the playground area @ \$912.00.

*A motion was made, seconded and carried unanimously to deny the proposal.*

- b. Install tall Fescue Seed and Topper Soil to turf areas where the Eucalyptus trees were removed (area between Redonda and Vispera) @ \$413.50.

*A motion was made, seconded and carried unanimously to deny the proposal.*

- c. Add new sprinklers in order to provide proper irrigation coverage close to the iron fence at the end of The Greenbelt and fill in bare areas with Honeysuckle groundcover plants @ \$767.50.

*A motion was made, seconded and carried unanimously to deny the proposal and ask Park West to submit a revised bid to include the grass on the other side of the sidewalk and to provide management the authority up to \$500 to complete the work.*

3. Pine Trees on Hicks Canyon Dr. – The Board Reviewed the Evaluation completed by Park West Tree Care of the fourteen (14) pine trees located along Hicks Canyon Dr.

*A motion was made, seconded and carried unanimously to table discussion until the July 9, 2019 meeting.*

4. 35 Sonrisa – The Board reviewed the request from the homeowner to remove pine trees located behind the home.

*A motion was made, seconded and carried unanimously to table discussion until the July 9, 2019 meeting.*

5. Greenbelt Concrete Pathway Repair – The Board reviewed the information submitted by WB Starr and the bid submitted by Concrete Hazard Solution to complete concrete removal and replacement between Vispera and Redonda @ \$10, 480.00. \$4,800.00 of this total to be directed to WB Starr for sidewalk damage during tree removal.

*A motion was made, seconded and carried unanimously to table discussion and continue working with WB Starr to address the damage.*

**LANDSCAPE  
RENOVATION  
COMMITTEE**

**Chairman: Don Flick**

1. Green Belt Renovation - Per Don Flick, proposals for entire Greenbelt are currently being revised. **No motions were made.**

**SOCIAL  
COMMITTEE**

**Chairman: Geraldine Chinarian**  
No report submitted

**WELCOMING  
COMMITTEE**

**Chairman: Don Flick**  
No new homeowners in month of May; 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. Management received a check from Mercury Insurance in the amount of \$17,323.25. It was noted that Mercury Insurance applied a 5% depreciation factor to the fence repairs.

*A motion was made, seconded and carried unanimously to send the landscape repair estimate from Park West to Mercury Insurance and make a demand that they pay the entire amount due for the fence repair.*

**HICKS WASH  
IMPROVEMENTS**

The Board reviewed a document submitted by David Melvold regarding the Hicks Wash improvements. **No motions were made.**

**NEXT MEETING**

The next scheduled Board of Directors Meeting will be held on Tuesday, July 9, 2019 at 13 Ramada, 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 8:48 PM

**ATTEST:**

---

Board Member Signature

---

Date