

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

July 9, 2019

REGULAR SESSION MINUTES

NOTICE OF MEETING	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 July 9, 2019.
ATTENDANCE	Directors Present: Don Flick, President Ken Fairbanks, Vice President David Melvold, Treasurer Ralph Annunziata, Secretary Ann Marie Simmons, Member at Large Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM
GUESTS PRESENT	There were two (2) guests in attendance for regular session.
CALL TO ORDER	A quorum was present, and President, Don Flick, called the meeting to order at 6:52 PM
HOMEOWNER FORUM	There were two (2) homeowners in attendance for regular session. The following items were brought before the Board: <ul style="list-style-type: none">• Artificial turf
EXECUTIVE SESSION DISCLOSURE	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.
MINUTES	<i>A motion was made, seconded and carried unanimously to approve the Minutes from the June 11, 2019 regular session meeting, as revised.</i>
TREASURER'S REPORT	The Board reviewed the financial statement for the period ending June 30, 2019. Management informed the Board of the most current financial status of the Associations banking accounts, which consisted of \$53,787.60 in the checking account and \$579,104.79 in the reserve investment account <i>A motion was made, seconded and carried unanimously to accept the treasurer's reports for June 30, 2019.</i> <i>A motion was made, seconded and carried unanimously to affirm payment to Sam Chinarian in the amount \$131.51 for supplies purchased for the 2019 Easter Egg Hunt Event.</i>
INVESTMENT MATURITY DATES	None this period
FINANCIAL SERVICES	The Board discussed the status of the new account to be opened with Mutual of Omaha. <u>No motions were made.</u>

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.**

**COMMUNITY
FACILITIES
COMMITTEE**

Chairman: Ken Fairbanks

1. Facilities Update – Ken Fairbanks gave the report. Items of discussion included:
 - Pedestrian Gate – Ken announced that the Yale gate has been repaired.
 - Gates, locks and fences – Ken noted that there are additional expenses related to the repair of the pool gate to be completed by Fence Menders.

A motion was made, seconded and carried unanimously to provide authorization up to an additional \$1,200.00 for expenses related to the gate repair, including \$400.00 for the code box, \$200.00 for the electronic strike plate, \$200.00 for installation and \$200.00 for the city permit.

2. 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 August 13, 2019 meeting.

**LANDSCAPE
COMMITTEE**

Acting Chairman: Don Flick

1. Park West punch list and weekly landscape reports. **No motions were made.**
2. 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 August 13, 2019 meeting.

3. 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 pending clarification regarding ownership of the trees along Hicks Canyon Dr.

**LANDSCAPE
COMMITTEE
Continued...**

4. 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 move forward with the proposal submitted by Concrete Hazard Solution to complete concrete removal and replacement between Vispera and Redonda @ \$10,480.00 and to send a demand letter to WB Starr to submit reimbursement in the amount \$4,800.00. To be coded to the Concrete Walkway reserve fund.

**LANDSCAPE
RENOVATION
COMMITTEE**

Chairman: Don Flick

1. Green Belt Renovation - Per Don Flick, proposals for entire greenbelt are currently being revised and shall hopefully be available for review at the August 13, 2019 meeting. No motions were made.

**SOCIAL
COMMITTEE**

Chairman: Geraldine Chinarian

1. No report submitted

**WELCOMING
COMMITTEE**

Chairman: Don Flick

One new homeowner, Leon Li Family, 2 Ramada. Don has met with the new homeowners and presented the welcoming packet. They will move in once remodel is completed.

DISCUSSION ITEMS:

RESERVE STUDY

The Board reviewed the update to the reserve study (Revision 1) as completed by ARS. As of January 1, 2020, ARS anticipates the Association shall be 68.52% funded. ARS is recommending the Association budget \$7,979.17 per month in 2020 for reserves. The Association currently budgets \$7,558.33 per month for 2019.

A motion was made, seconded and carried unanimously to table discussion until the August 13, 2019 meeting.

**SURVEILLANCE
CAMERA POLICY
AND HOMEOWNER
COMMENTS**

The Board reviewed the policy drafted by Robert DeNichilo of Nordberg | DeNichilo and comments received from various homeowners.

A motion was made, seconded and carried unanimously to table discussion and create a task force to review and refine the proposed camera policy for review by the Board by no later than the August 13, 2019 meeting.

**VEHICLE
ACCIDENT
(YALE AVE)**

The Board reviewed 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 \$767.50 for repair of the landscape. However, they are standing firm on the 5% depreciation for the damaged fencing/gate.

A motion was made, seconded and carried unanimously to send a demand letter to the vehicle driver for the 5% depreciation not covered under the insurance compensation.

**NEW BUINSESS
LANDSCAPE RULES**

The Board reviewed an email submitted by David Melvold regarding Section 3.3.4 of the Architectural Procedures and Standards, which deals with permitted types of ground cover.

A motion was made, seconded and carried unanimously to ask the Landscape Committee for a recommendation for how to proceed for review by the Board at the August 13, 2019 meeting.

**LETTER FROM THE
CITY OF IRVINE**

The Board reviewed a letter submitted by the City of Irvine regarding the Police Department and the Community Development Department's efforts to address quality of life concerns that may impact Irvine neighborhoods.

A motion was made, seconded and carried unanimously to invite a representative from the city to attend a townhall meeting at 6:30 PM on Monday, August 12, 2019 at the pool.

STREETS

The Board discussed the possibility of re-stripping the streets.

A motion was made, seconded and carried unanimously to table discussion until the August 13, 2019 meeting.

NEXT MEETING

The next scheduled Board of Directors Meeting will be held on Tuesday, August 13, 2019 at 37 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 8:44 PM

ATTEST:

Board Member Signature

Date