

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
November 12, 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 35 Sonrisa, Irvine, CA on November 12, 2019.

ATTENDANCE **Directors Present:** Don Flick, President
Ken Fairbanks, Vice President
Ralph Annunziata, Secretary
David Melvold, Treasurer
Ann Marie Simmons, Member at Large

Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM

CALL TO ORDER A quorum was present, and President, Don Flick, called the meeting to order at 7:38 PM

GUESTS PRESENT There were no guests in attendance for regular session.

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.

- The Association recovered damages from WB Starr for repair of the common area concrete pathway after tree removal.

MINUTES *A motion was made, seconded and carried unanimously to approve the Minutes from the October 8, 2019 regular session meeting, as presented.*

TREASURER'S REPORT The Board reviewed the financial statement for the period ending October 31, 2019. Management informed the Board of the most current financial status of the Associations banking accounts, which consisted of \$68,312.20 in the checking account and \$597,015.10 in the reserve investment account.

A motion was made, seconded and carried unanimously to accept the treasurer's reports for October 31, 2019.

INVESTMENT MATURITY DATES None this period

FINANCIAL SERVICES The Board discussed the status of the new account to be opened with Mutual of Omaha. Ken Fairbanks announced that he called Tony De Leon, Accounting Manager at Total Property Management and discussed the new account. The Board still needs to approve a motion to close the UBS Account and transfer the funds to Mutual of Omaha Bank.

A motion was made, seconded and carried unanimously to table discussion until the December 10, 2019 meeting.

LIEN APPROVALS None this month

FORECLOSURES None this month

COMMITTEE REPORTS

**ARCHITECTURAL
COMMITTEE**

Chairman: Shelley Armstrong

1. Reviewed the Architectural Progress Report. **No motions were made.**

**COMMUNITY
FACILITIES
COMMITTEE**

Chairman: Ken Fairbanks

1. Facilities Report
2. The Board discussed the email submitted by David Melvold regarding the outlets near the tennis court and the possibility of moving or removing them.

A motion was made, seconded and carried unanimously to obtain a proposal to address the outlets near the tennis court area.

3. Tennis Court Gate – The Board discussed the recent unauthorized access through the tennis court gate. **No motions were made.**
4. Wall Caps (Rincon) – Discussion of the bid from Cox Contracting to complete the work @ \$5,180.00. **No motions were made.**
5. Wall Caps (Rincon) – The Board reviewed the draft letter to be sent to owners regarding the wall caps and proposed changes to the letter. **No motions were made.**

**LANDSCAPE
COMMITTEE**

Chairman: Ginny Davenport

1. The Board reviewed the weekly landscape reports submitted by Park West Landscape. **No motions were made.**
2. The Board reviewed the revised proposal submitted by Park West Landscape to add new plants material and mulch in the planter adjacent the playground area at a cost of \$563.00.

A motion was made, seconded and carried unanimously to approve the above-noted proposal.

3. The Board reviewed the proposal submitted by Park West Landscape to replace the annual color at both of property entrances with Cyclamen at a cost of \$1,650.00.

A motion was made, seconded and carried unanimously to approve the above-noted proposal.

4. Pine Trees on Hicks Canyon Dr. – Status Update. The City of Irvine has approved the Association’s request to remove the trees noted in the Park West Arborists Report.

A motion was made, seconded and carried unanimously to ask the City when they plan to complete the removal of the leaning tree.

**LANDSCAPE
COMMITTEE**

5. Fallen Salt Cedar Tree – The Board reviewed information submitted to the City of Irvine regarding the Salt Cedar tree that fell adjacent the north side of the property at 21 Trovita (bordering Hicks Canyon)

A motion was made, seconded and carried unanimously to ask the City to complete the work by removing the two trunks on the north side of the wash and a third trunk on the south side of the wash, which is leaning on the Association fence.

**LANDSCAPE
RENOVATION
COMMITTEE**

Chairman: Don Flick

1. The Board reviewed the revised proposal submitted by Park West Landscape for renovation of the Triangle Park and common area between Vispera and Redonda at a cost of \$72,570.97.

No motions were made.

**SOCIAL
COMMITTEE**

Chairman: Geraldine Chinarian

1. The Board reviewed the recap submitted for the 2019 Halloween party and a request for reimbursement in the amount of \$837.50 submitted by Sam Chinarian.

A motion was made, seconded and carried unanimously to approve the request for reimbursement, as requested.

**STRATEGIC
PLANNING
COMMITTEE**

Chairman: Gary Brenkman

No report submitted for this period.

**WELCOMING
COMMITTEE**

Chairman: Don Flick

No new homeowners in the month of October; no report

DISCUSSION ITEMS:

**DRAFT CAMERA
ARCHITECTURAL
RULES**

The Board discussed the draft Camera Architectural Rules submitted by Dave Melvold and Shelley Armstrong.

A motion was made, seconded and carried unanimously to table discussion until the December 10, 2019 meeting.

NEW BUSINESS

**VARIOUS STATUS
UPDATES (DAVID
MELVOLD)**

The Board reviewed status updates submitted by David Melvold regarding the Hicks Canyon wash improvements, asphalt crack repairs and the meter box on Hicks Canyon. **No motions were made.**

**16 RAMADA –
REIMBURSEMENT
REQUEST**

The Board reviewed a letter submitted by the owner at this address regarding the wrought iron fence at their home and a request for:

1. Reimbursement for the expense of repairing the fence in the amount of \$7,964.
2. Adjustment of the irrigation system so that it no longer hits the fence.

According to Park West Landscape, the irrigation was adjusted on October 22, 2019 (the same day the homeowner's letter was received).

A motion was made, seconded and carried unanimously to deny the homeowner's request for reimbursement.

**METER BOX
PAYMENT**

The Board discussed the possible release of payment in the amount of \$203.50 to Professional Craftsman for the work they completed on the meter box near 12 Redonda.

A motion was made, seconded and carried unanimously to approve release of payment.

**SB 323 (ANNUAL
ELECTIONS)**

The Board reviewed an email submitted by Robert DeNichilo and other information regarding SB 323, which was recently signed into law by Governor Newsom and becomes effective January 1, 2020.

A motion was made, seconded and carried unanimously to give authorization to Robert DeNichilo to review the current Election Rules and revise them to comply with the new Bills and also bring those current with the rest of Davis-Stirling at a cost not to exceed \$700.00.

NEXT MEETING

The next scheduled Board of Directors Meeting will be held on Tuesday, December 10, 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

1/14/20