

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING  
December 10, 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 December 10, 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 7:05 PM

**GUESTS AND  
COMMITTEE  
CHAIRPERSON  
PRESENT**

Ginny Davenport (Landscape Chair) was present. There were no other homeowners 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.

**MINUTES**

*A motion was made, seconded and carried unanimously to approve the Minutes from the November 12, 2019 regular session meeting, as revised.*

**TREASURER'S  
REPORT**

The Board reviewed the financial statement for the period ending November 30, 2019. Management informed the Board of the most current financial status of the Associations banking accounts, which consisted of \$62,502.55 in the checking account and \$586,216.29 in the reserve investment account.

*A motion was made, seconded and carried unanimously to accept the treasurer's reports for November 30, 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 obtained a DocuSign agreement from Mutual of Omaha that needs to be signed by the Board. Once signed, the Board will need 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 January 14, 2020 meeting.*

**LIEN APPROVALS**           None this month

**FORECLOSURES**           None this month

**COMMITTEE REPORTS**

**ARCHITECTURAL  
COMMITTEE**

**Chairperson: Shelley Armstrong**

1. Reviewed the Architectural Progress Report.
2. Discussed previously installed electric vehicle charging stations and possible revisions to the Architectural Rules to address installation of these types of systems and solar energy systems.

**No motions were made.**

**COMMUNITY  
FACILITIES  
COMMITTEE**

**Chairperson: Ken Fairbanks**

1. Amazon Delivery – Amazon has installed their system.
2. Outlets Near the Tennis Court – A status update was provided.

**No motions were made.**

3. Fence Menders Proposals:

- a. Install 3 wrought iron panels @ \$1,440.00

***A motion was made, seconded and carried unanimously to table discussion of the above-noted proposal until the January 14, 2020 meeting.***

- b. Various Repairs at the tennis court and east vehicle gates, pedestrian gates and fencing @ \$2,610.00 with an option to install a new chain link gate at a cost of \$795.00.

***A motion was made, seconded and carried unanimously to approve the above note proposal at a total cost of \$3,405.00.00. To be coded to the Access, Fence & Gate Reserve fund.***

4. 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 pending review of a revised proposal at the January 14, 2020 meeting.***

**LANDSCAPE  
COMMITTEE**

**Ginny Davenport was present to speak to the Board.**

1. Park West – Review of the punch list and weekly landscape reports
2. Tree Issues – Review of the November 19, 2019 email sent to Casey Gnadt, City Landscape Supervisor regarding the leaning pine tree on Hicks Canyon and the recent fallen Salt Cedar tree adjacent the north side of the property at 21 Trovita (bordering Hicks Canyon). No response has been received to date from the City. **No motions were made.**

**LANDSCAPE  
COMMITTEE**  
*continued...*

3. Excessive Water Use Fees – Review of the email submitted to Park West Landscape regarding high water use at meter # 60896716. Per the Irvine Ranch Water District, it looks like a meter misread. They will change the end read for the October statement to reflect a read of 7620 and then re-bill this statement along with the November statement. **No motions were made.**

**LANDSCAPE  
RENOVATION  
COMMITTEE**

**Chairperson: 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**

**Chairperson: Geraldine Chinarian**

1. 2020 Events – The Board reviewed the proposed 2020 Social Calendar. **No motions were made.**

**STRATEGIC  
PLANNING  
COMMITTEE**

**Chairperson: Gary Brenkman**

1. Gary Brenkman is unable to accept the chair of the strategic planning committee. The board shall seek out a new chairperson. **No motions were made.**

**WELCOMING  
COMMITTEE**

**Chairperson: Don Flick**

No new homeowners in the month of November.

**DISCUSSION ITEMS:**

**DRAFT CAMERA  
ARCHITECTURAL  
RULES**

The Board reviewed the revised draft of the Camera Architectural Rules submitted by Dave Melvold and Shelley Armstrong.

*A motion was made, seconded and carried unanimously to send out the draft Camera Architectural Rules to the membership for a 28-day comment period.*

**SB 323 (ANNUAL  
ELECTIONS)**

The Board discussed the revised Election Rules submitted by Robert DeNichilo (Attorney).

*A motion was made, seconded and carried unanimously to approve the suggested changes provided by Robert DeNichilo and send out the draft Election Rules to the membership for a 28-day comment period.*

**40-YEAR  
ANNIVERSARY  
CELEBRATION**

The Board discussed possible approval of a 40-year anniversary celebration event to be held for the Canyon Creek community.

*A motion was made, seconded and carried unanimously to create an Ad-Hoc Committee for the purpose of planning events and appoint Ann Marie Simmons, Laura Fairbanks and Suzi Okuda to the committee.*

*A motion was made, seconded and carried unanimously to ask the 40-year anniversary Ad-Hoc Committee to propose a series of celebratory events throughout 2020 to promote the 40<sup>th</sup> year anniversary of the community. The committee shall submit a draft proposal outlining proposed events and their projected costs.*

**NEW BUSINESS**

**STREET SWEEPING  
– FEE INCREASE  
REQUEST**

The Board discussed the letter submitted by Sunset Property Services requesting a \$9.00 per month increase in the monthly street sweeping fee from \$171.00 to \$180.00, effective February 1, 2020.

*A motion was made, seconded and carried unanimously to approve the increase request effective February 1, 2020.*

**2020 MEETING  
DATES/LOCATIONS**

The Board reviewed the dates and locations for the board meetings in 2020.  
**No motions were made.**

**NEXT MEETING**

The next scheduled Board of Directors Meeting will be held on Tuesday, January 14, 2020 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 8:45 PM

**ATTEST:**

\_\_\_\_\_  
Board Member Signature

\_\_\_\_\_  
Date

2/11/20