

**CANYON CREEK HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**February 11, 2020**  
**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 37 Sonrisa, Irvine, CA on February 11, 2020.

**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 7:03 PM.

**GUESTS AND COMMITTEE CHAIRPERSON PRESENT**

Ginny Davenport (Landscape Committee Chair) and John Davenport (Strategic Planning Committee Chair) were 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. The Board was advised that the Association was declared the "prevailing party" in a recent lawsuit and was awarded attorney fees.

**MINUTES**

*A motion was made, seconded and carried unanimously to approve the Minutes from the January 14, 2020 regular session meeting, as revised.*

**TREASURER'S REPORT**

The Board reviewed the financial statement for the period ending January 31, 2020. Management informed the Board of the most current financial status of the Associations banking accounts, which consisted of \$74,006.45 in the checking account and \$599,312.77 in the reserve investment account.

*A motion was made, seconded and carried unanimously to accept the treasurer's reports for January 31, 2020.*

**INVESTMENT MATURITY DATES**

1210 - First Financial Bank 2.45% 2/14/20

**FINANCIAL SERVICES**

The Board discussed the status of the new account to be opened with Mutual of Omaha and the current account with UBS. David Melvold, Treasurer signed the CDARS Deposit Placement Agreement with Mutual of Omaha.

*A motion was made, seconded and carried unanimously to table discussion of future investments until the March 10, 2020 meeting.*

**LIEN APPROVALS**      None this month

**FORECLOSURES**      None this month

**COMMITTEE REPORTS**

**ARCHITECTURAL  
COMMITTEE**

**Chairperson: Shelley Armstrong**

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

**COMMUNITY  
FACILITIES  
COMMITTEE**

**Chairperson: Ken Fairbanks**

1. Outlets Near the Tennis Court – Ken noted that the outlet project is complete.
2. Pedestrian Gate – The Board reviewed the proposal submitted by Fence Menders to install a new matching lockset and lever guard plate at a cost of \$490.00. Per Ken, this work is complete, and the proposal is not needed.
3. Wall Cap Repairs – Cox Contracting is going to bring samples of the blocks and caps to be used for the repairs. The project is scheduled to start sometime in early March. Letters have been sent to homeowners who need to remove vines from the wall.

*A motion was made, seconded and carried unanimously to retroactively approve the temporary limited license agreement with Eastwood Village Community Association for access to their greenbelt.*

**LANDSCAPE  
COMMITTEE**

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

1. Park West – Punch list and weekly landscape reports.
2. Tree Issues:
  - Leaning pine tree on Hicks Canyon – Per David Melvold, Scott Smith Deputy Director of Public Works is reviewing the agreement between the city and the Association and shall be meeting with David Melvold to inspect the leaning tree.
  - Fallen Salt Cedar tree adjacent the north side of the property at 21 Trovita (bordering Hicks Canyon) -- Status Update

**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. Don noted that a proposal is pending from Park West to renovate additional areas. The Board should have something to review within the next 30 days.

**No motions were made.**

**SOCIAL  
COMMITTEE**

**Chairperson: Geraldine Chinarian**

No report submitted. **No motions were made.**

**STRATEGIC  
PLANNING  
COMMITTEE**

**Chairperson: John Davenport was present to speak to the Board.**

1. Committee Members:
  - John Davenport (Chair)
  - David Melvold (Board Liaison)
  - Richard Zucker
  - Carlos Martinez
2. Pool House Remodel - Review of the proposals submitted by Stott Woodland to complete the project at a cost of \$50,176.00 plus other options.

**No motions were made.**

**WELCOMING  
COMMITTEE**

**Chairperson: Don Flick**

There were no new homeowner in month of January. **No motions were made.**

**DISCUSSION ITEMS:**

**ELECTION RULES  
AND 2020 DATE**

The Board discussed the proposed election rules and procedures prepared by Robert DeNichilo. Management noted that there were no homeowner comments regarding the proposed revisions to the Election Rules. The Board also discussed a date for the 2020 annual election.

*A motion was made, seconded and carried unanimously to approve the election rules and procedures prepared by Robert DeNichilo, as written.*

*A motion was made, seconded and carried unanimously to set a date of July 14, 2020 for the 2020 annual election. The meeting shall be held at 29 Sonrisa.*

**CAMERA  
ARCHITECTURAL  
RULES**

The Board reviewed homeowner comments regarding the proposed Camera Architectural Rules.

*A motion was made; seconded and carried unanimously to approve the Camera Architectural Rules, as written.*

**SURVEILLANCE  
CAMERA POLICY**

The Board reviewed an email submitted by Robert DeNichilo regarding the proposed Surveillance Camera Policy.

*A motion was made, seconded and carried unanimously to table discussion until the March 10, 2020 meeting.*

**ASPHALT CRACK  
PATCHING**

The Board received an update from Dave Melvold regarding the Asphalt Crack Patch work completed by Quickel Paving.

**No motions were made.**

**40-YEAR  
ANNIVERSARY  
CELEBRATION**

The Board discussed the proposed 40-year anniversary celebration, which is tentatively planned for April 25, 2020. Ann Marie Simmons reached out to the Social Committee and they indicated they would be happy help out with the event. The Board discussed a possible resident Survey using Survey Monkey and ways to communicate the details of the event to homeowners, including email blasts, flyers and signage. No motions were made.

**NEW BUSINESS**

**INSURANCE  
RENEWAL**

The Board reviewed the renewal quote submitted by Armstrong/Robitaille/Riegle at a cost of \$8,923.00 or \$9,131.00 with an increase to \$10 million for the umbrella policy.

*A motion was made, seconded and carried unanimously to approve the renewal at a cost of \$8,923.00 with no increase in the umbrella coverage.*

**PRIVACY HEDGE**

The Board discussed the privacy hedge and the concession made with the Irvine Company regarding the maintenance of the hedge.

*A motion was made, seconded and carried unanimously to table discussion until the March 10, 2020 meeting.*

**NEXT MEETING**

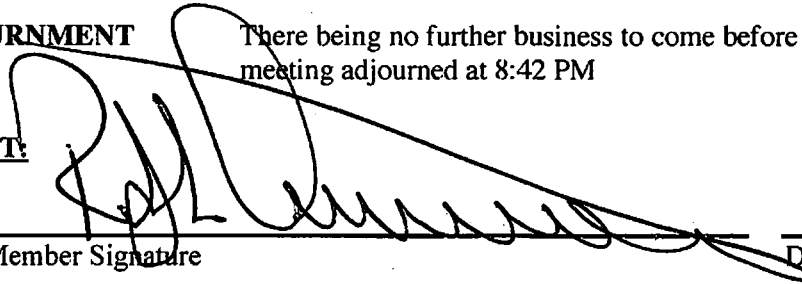
The next scheduled Board of Directors Meeting will be held on Tuesday, March 10, 2020 at 37 Sonrisa, Irvine, CA. Executive Session Meeting to begin at 6:00 PM, with the General Session Meeting immediately following or by 7:00 PM.

**ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting adjourned at 8:42 PM

**ATTEST:**

Board Member Signature



Date

3/10/20