

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 12, 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 via teleconference on May 12, 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 7:04 PM

**GUESTS AND
COMMITTEE
CHAIRPERSON
PRESENT**

There were no guests, committee members or 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 April 14, 2020 regular session meeting, as revised.

**TREASURER'S
REPORT**

The Board reviewed the un-audited financial statement prepared by Management:

A. March 31, 2020 – Bank Balances:

Operating Account\$109,214.01
Reserve Account\$601,908.54
Outstanding aging\$3,983.00

April 30, 2020 – Bank Balances

Operating Account\$108,548.14
Reserve Account\$610,065.07
Outstanding aging\$4,308.00

A motion was made, seconded and carried unanimously to approve the treasurer's reports for March 31 and April 30, 2020.

**INVESTMENT
MATURITY DATES**

None this period.

**FINANCIAL
SERVICES**

The Board discussed the Mutual of Omaha account. During the April 14, 2020 meeting, the Board moved to open two new CDs in the amount of \$250,000 each for terms of four months at the best possible rate. However, per Brendan Concannon, VP, Regional Account Executive at Mutual of Omaha, they do not offer CD's for terms of four months.

A motion was made, seconded and carried unanimously to approve the recommendation as indicated in option 2 from Mutual of Omaha to invest \$600,000.00 into a ladder and premium sweep.

LIEN APPROVALS

None this month

FORECLOSURES

None this month

COMMITTEE REPORTS

**40TH YEAR
ANNIVERSARY**

Chairperson: Ann Marie Simmons

1. August 8, 2020 celebration event. During the March 10, 2020 meeting, the Board moved to set a date of Saturday, August 8, 2020 for the event. However, Ann Marie reached out to the Social Committee and they stated a preference to hold the event on Friday, August 7, 2020.

No motions were made.

**ARCHITECTURAL
COMMITTEE**

Chairperson: Shelley Armstrong

1. The Board reviewed the Architectural Progress Report. **No motions were made.**

**COMMUNITY
FACILITIES
COMMITTEE**

Chairperson: Ken Fairbanks

1. Ken discussed the various minor repairs completed in the past month (e.g. mailbox repairs, etc.).
2. The Board discussed the three (3) common area dog waste containers and the material the can should be made of.

No motions were made.

**LANDSCAPE
COMMITTEE**

Chairperson: Ginny Davenport

1. The Board reviewed the Landscape Committee Report submitted by Ginny Davenport. **No motions were made.**
2. Park West – Punch list and weekly landscape reports. **No motions were made.**
3. Park West Proposal – April Landscape Walk – Replace failed and aged plants at a cost of \$430.00.

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

**LANDSCAPE
COMMITTEE**
continued...

4. Park West Proposal - Three Year Trimming proposal. Cost for the work in 2020 will be \$8,820.00.

A motion was made, seconded and carried unanimously to approve only the 2020 portion of the above-noted proposal with the stipulation that Park West eliminates the three (3) eucalyptus trees located at the west end of the pool from the trimming list.

**LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Don Flick

1. The Board Reviewed two (2) proposals submitted by Park West:
 - Proposal dated 3/16/2020 to remove selected turf areas and replace with new plant material. Install a 5 ft wide DG path at the backside of the Tennis courts/Pool, and new drains along homeowner PL walls at a cost of 89,349.64. Per Don, the architect at Park West Landscape discussed a possible need to revise the proposal.
 - Proposal dated 8/12/2019 for renovation of the Triangle Park and common area between Vispera and Redonda at a cost of \$72,570.97.

A motion was made, seconded and carried unanimously to table discussion of the above-noted proposals and ask the Landscape Committee to work with Park West Landscape to seek a break-out proposal for planting of the trees outlined in the proposals dated August 12, 2019 and March 16, 2020.

**SOCIAL
COMMITTEE**

Chairperson: Geraldine Chinarian

There were no items brought before the Board this month

**STRATEGIC
PLANNING
COMMITTEE**

Chairperson: John Davenport

The proposals as they now exist for landscape and pool renovation shall be submitted to the Strategic Planning Committee requesting they review them in terms of:

1. Financing
2. Implementation and timing of the project.

No motions were made.

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

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

DISCUSSION ITEMS:

**SURVEILLANCE
CAMERA POLICY**

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

A motion was made, seconded and carried to approve the portion of the Surveillance Camera Policy dealing with the Association's use of Association Surveillance Cameras (Nay, David Melvold).

NEW BUSINESS

Nothing this month

NEXT MEETING

The next Board of Directors Meeting is currently scheduled for Tuesday, June 9, 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.

**BOARD MEMBER
DEPARTURE**

Prior to adjournment, Ken Fairbanks excused himself from the meeting. No discussion or motions were made after his departure.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting adjourned at 9:33 PM

ATTEST:

Board Member Signature

Date

6/18/20