

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 8, 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 Zoom teleconference on September 8, 2020.						
ATTENDANCE	<p>Directors Present: Don Flick, President Ralph Annunziata, Secretary Carlos Martinez, Treasurer Ann Marie Simmons, Member at Large</p> <p>Absent: <i>Ken Fairbanks, Vice President</i></p> <p>Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM</p>						
CALL TO ORDER	A quorum was present, and President, Don Flick, called the meeting to order at 7:20 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	<i>A motion was made, seconded and carried to approve the Minutes from the August 11, 2020 regular session meeting, as submitted.</i>						
TREASURER'S REPORT	<p>The Board reviewed the un-audited financial statement prepared by Management:</p> <p>A. <u>August 31, 2020 – Bank Balances</u></p> <table><tr><td>Operating Account</td><td>\$117,139.17</td></tr><tr><td>Reserve Account</td><td>\$640,681.11</td></tr><tr><td>Outstanding aging</td><td>\$5,485.00</td></tr></table> <p><i>A motion was made, seconded and carried unanimously to accept the treasurer's reports for August 31, 2020.</i></p>	Operating Account	\$117,139.17	Reserve Account	\$640,681.11	Outstanding aging	\$5,485.00
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Reserve Account	\$640,681.11						
Outstanding aging	\$5,485.00						
INVESTMENT MATURITY DATES	None this period						
RESERVE STUDY (VERSION 2)	<p>The Board reviewed the update to the reserve study (Version 2) as completed by ARS on August 21, 2020. As of January 1, 2021, ARS anticipates the Association shall be 73.33% funded. ARS is recommending the Association budget \$8,708.33 per month in 2021 for reserves. The Association currently budgets \$8,000.00 per month for 2020.</p> <p><i>A motion was made, seconded and carried unanimously to approve the Reserve Study as revised.</i></p>						

**DRAFT BUDGET
FOR FYE
DECEMBER 31, 2021**

The Board reviewed the draft budget submitted by management for fiscal year ending December 31, 2021.

A motion was made, seconded and carried unanimously to table discussion until the October 13, 2020 meeting.

DELINQUENCY REPORT

LIEN APPROVALS None this month

FORECLOSURES None this month

COMMITTEE REPORTS

**40TH YEAR
ANNIVERSARY**

Chairperson: Ann Marie Simmons

1. Ann Marie noted that she will be taking the signs down.

**ARCHITECTURAL
COMMITTEE**

Chairperson: Shelley Armstrong

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

**COMMUNITY
FACILITIES
COMMITTEE**

Chairperson: Ken Fairbanks

1. Cameras – Review of the update
2. Pool Area Tables – Review of the update

No motions were made.

**LANDSCAPE
COMMITTEE**

Chairperson: Ginny Davenport

1. Park West – Weekly landscape reports. **No motions were made.**
2. Revised Irrigation Controller Bid – The Board reviewed the revised proposal submitted by Park West to replace the broken irrigation controller at the pool area at a cost of \$6,700.00.

*A motion was made, seconded and carried unanimously to approve the revised irrigation controller bid. **To be coded to the Irrigation Equipment Reserve Fund.***

**LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Don Flick

1. The Board Reviewed three (3) proposals submitted by Park West:
 - A. Revised 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.
 - B. Revised proposal dated 7/10/2020 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 82,244.04

A motion was made, seconded and carried unanimously table discussion of items A and B until the October 13, 2020 meeting.

**LANDSCAPE
RENOVATION
COMMITTEE**
continued...

C. Proposal dated June 11, 2020 to install new trees in the greenbelt area between Redonda and Trovita at a cost of \$30,146.35.

A motion was made, seconded and carried unanimously to deny the proposal dated June 11, 2020 to install new trees in the greenbelt area between Redonda and Trovita at a cost of \$30,146.35.

**SOCIAL
COMMITTEE**

Chairperson: Geraldine Chinarian

There were no items brought before the Board this month.

**40-YEAR
STRATEGIC
PLANNING
COMMITTEE**

Chairperson: John Davenport

There were no items brought before the Board this month.

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

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

DISCUSSION ITEMS:

INVOICE (ARS)

The Board reviewed the invoice submitted by ARS to complete the Reserve Study at a cost of \$600.00.

A motion was made, seconded and carried unanimously to pay the invoice.

HOLIDAY LIGHTS

The Board reviewed the proposal submitted by California Christmas to provide holiday lighting at the front entrances at a cost of \$1,800.00

A motion was made, seconded and carried unanimously to approve the proposal as presented with 50% due now, 25% due upon completion of installation in December and the final 25% due after removal of display.

NEW BUSINESS

**AUDIT AND TAXES
FOR FYE 12/31/20**

The Board reviewed proposals submitted by VanDerPol & Company (\$1,000) and Inouye, Shively & Klatt (\$1,000) to complete the audit and taxes for fiscal year ending December 31, 2020.

A motion was made, seconded and carried unanimously to approve the proposal submitted by VanDerPol & Company.

COMMUNITY SIGNS

The Board discussed community signs and the color scheme to be used for signs at the pool area and for the community cameras.

A motion was made, seconded and carried unanimously to approve the blue and white color scheme to be used for signs at the pool area and for the community cameras.

**IRVINE POLICE
(PACKAGE THEFTS)**

The Board reviewed information submitted by the Irvine Police Department regarding Package thefts and tips for how to prevent it. **No motions were made.**

NEXT MEETING

The next Board of Directors Meeting is currently scheduled for Tuesday, October 13, 2020 via Zoom teleconference. The Executive Session Meeting to begin at 6:30 PM and the General Session Meeting immediately following, or by 7:00 PM.

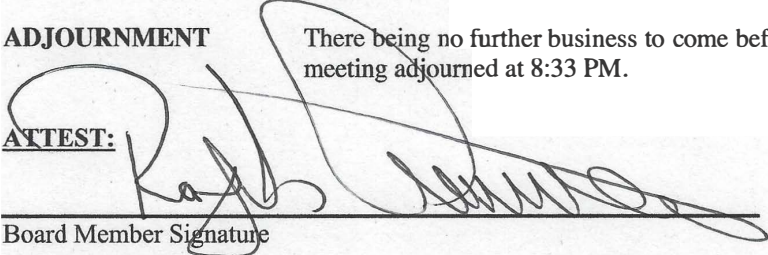
ADJOURNMENT

There being no further business to come before the Board at this time, the meeting adjourned at 8:33 PM.

ATTEST:

Board Member Signature

Date


10/28/20