

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
June 8, 2021**

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 June 8, 2021.

ATTENDANCE

Directors Present: Don Flick, President
Ken Fairbanks, Vice President
Carlos Martinez, Treasurer
Ann Marie Simmons, Member at Large

Absent: *Ralph Annunziata, Secretary*

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 Committee Chair
There was one (1) other homeowner in attendance

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.

HOMEOWNER FORUM There was one (1) homeowner present. The following issues were brought before the Board:

- Association finances and Reserve Items

MINUTES *A motion was made, seconded, and carried unanimously to approve the Minutes from the May 11, 2021 regular session meeting, as presented.*

TREASURER'S REPORT The Board reviewed the un-audited financial statement prepared by Management:

A. May 31, 2021 – Bank Balances

Operating Account.....	\$135,814.79
Reserve Account.....	\$701,452.31
Outstanding aging.....	\$3,615.00

A motion was made, seconded, and carried unanimously to accept the Treasurer's reports for May 31, 2021.

INVESTMENT MATURITY DATES 1413 - CIT CDARS .65% 6/17/21
1414 - CIT CDARS .65% 6/17/21

**INVESTMENT
RECOMMENDATIONS**

The Board reviewed emails between Carlos Martinez and Brendan Concannon of CIT Bank (Formerly Mutual of Omaha). Based on the potential cash needs of the community in November, Mr. Concannon is recommending the following changes to the current fund's placement:

- 1413 - CIT CDARS maturing 6/17/21. Roll the CD for an additional term of 52 weeks, currently paying .40%
- 1414 - CIT CDARS maturing 6/17/21. Partial withdrawal of \$150k to be moved to Money Market account, and then roll the remaining \$100k for a term of 52 weeks, currently paying .40%

A motion was made, seconded, and carried unanimously to give Carlos Martinez the authority to determine how to reinvest both CD's once they mature on June 17, 2021.

DELINQUENCY REPORT

LIEN APPROVALS None this month

FORECLOSURES None this month

ANNUAL CALENDAR

**REVIEW OF THE
ANNUAL CALENDAR**

The Board reviewed the annual calendar and discussed upcoming items of business, including: Reserve Study Draft Due, Personal Touch Contract Renewal 7/6, Obtain Holiday Lighting Bids, Review Tree Pros Arborist Report dated 10/3/17, Obtain Bids for and review/approve removal of Eucalyptus Tree #1 as recommended by Tree Pros.

COMMITTEE REPORTS

**40TH YEAR
ANNIVERSARY**

Chairperson: Ann Marie Simmons

1. Ann Marie noted that she has reached out to the Social Committee about a co-event (40th Year Celebration / BBQ event). She is waiting to hear back from the committee members.
2. Ann Marie noted that she has advised the 40th Year Anniversary committee that the event is planned for August 21, 2021.
3. The Board discussed signage and flyers, posting photos and the possibility of hiring a taco and/or ice cream truck for the event.

**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 noted that the new signs are now installed. Two signs by the gates still need to be removed. **No motions were made.**

**LANDSCAPE
COMMITTEE**

Chairperson: Ginny Davenport was present at the meeting.

1. The Board reviewed the most current Landscape Committee Report submitted by Ginny Davenport. Ginny noted that Monarch Environmental completed their first walk and have submitted a report. The Board also discussed the methods for mowing the grass and the recent tree trimming work completed. **No motions were made.**
2. Park West – Punch list and weekly landscape reports. **No motions were made.**
3. Landscape Bids – The Board reviewed the following proposals submitted by Park West Landscape:
 - a. Remove the declining Brazilian Pepper located behind the pool and stump grind @ \$1,390.00
 - b. Install 36" Box Quercus Agrifolia (Coast Live Oak) to replace the Brazilian Pepper @ \$830.00

A motion was made, seconded, and carried unanimously to table discussion until the July 13, 2021 meeting.

**LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Don Flick

1. The Board Reviewed two (2) proposals submitted by Park West:
 - a. Revised Park West Landscape proposal dated 9/11/2020 - Remove the existing turf, retrofit irrigation, install plant material and trees, install new sod in 2 locations in the greenbelt area between Redonda and Trovita at a cost of \$72,734.65.
 - b. Revised proposal dated 9/22/2020 - Remove selected turf areas and replace with new plant material. Install new drains along homeowner property line walls at a cost of \$60,392.05.

A motion was made, seconded, and carried unanimously to table discussion until the July 13, 2021 meeting.

SOCIAL COMMITTEE

Chairperson: Geraldine Chinarian and Sam Chinarian

There were no items brought before the Board this month

**40-YEAR STRATEGIC
PLANNING
COMMITTEE**

Chairperson: John Davenport

1. There was no report

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

There were no new homeowners in month of May. **No motions were made.**

DISCUSSION ITEMS:

RESERVE STUDY

The Board discussed the status of the pending reserve study from Association Reserves. **No motions were made.**

**SPECIAL
ASSESSMENT LEGAL
RESEARCH**

The Board reviewed the email from Matthew Gardener at Robert DeNichilo's office regarding the steps required to legally complete a one time "special assessment" of the Canyon Creek HOA homeowners. Per Mr. Gardener, once the final proposed special assessment is known, he can begin to prepare the ballot and cover letter.

A motion was made, seconded, and carried unanimously to send the final proposed assessment numbers to Matthew Gardener so he can draft the ballot.

**SPECIAL
ASSESSMENT VOTE -
ELECTION SERVICES**

The Board reviewed the proposal submitted by Accurate Voting to provide election services for the upcoming special assessment vote at a cost of \$677.60 before meeting attendance.

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

**COVID-19 UPDATE
AND DISCUSSION**

The Board discussed the current state of the COVID-19 pandemic.

A motion was made, seconded, and carried unanimously to go back to pre-pandemic standards at the pool and tennis court areas, effective June 15, 2021.

NEW BUSINESS

**GAS BILL
COMPARISON**

The Board reviewed the spreadsheet prepared by management showing a comparison of the 2019-2020 and the 2020-2021 gas usage. **No motions were made.**

**6 RINCON -
COMMENTS
REGARDING THE
AUDIT**

The Board reviewed the letter submitted by the homeowner at this address regarding the most recent audit.

A motion was made, seconded, and carried unanimously to appoint William von Blasingame to serve on an Ad hoc committee for the purpose of working with the Board to finalize the 2021-2022 Reserve Study.

**LEGISLATIVE
UPDATE**

The Board reviewed information submitted by Swedelson & Gottlieb regarding pending bills. A new California legislative session has begun and will go through September 2022. Bill sponsors have introduced several bills that will impact California community associations. **No motions were made.**

**AB 1410 (RULE
ENFORCEMENT
RESTRICTIONS)**

The Board reviewed the language for this proposed bill, which, if approved, would drastically affect how the HOA enforces the rules and regulations. **No motions were made.**

NEXT MEETING

The next Board of Directors Meeting is currently scheduled for Tuesday, July 13, 2021 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 8:32 PM.

ATTEST:

Approved by the Board during the July 13, 2021 meeting

July 13, 2021

Board Member Signature

Date