

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
July 13, 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 July 13, 2021.
ATTENDANCE	Directors Present: Don Flick, President Ken Fairbanks, Vice President Ralph Annunziata, Secretary Carlos Martinez, 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.
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 were no homeowners present and no issues brought before the Board.
MINUTES	<i>A motion was made, seconded, and carried unanimously to approve the Minutes from the June 8, 2021 regular session meeting, as presented.</i> <i>A motion was made, seconded, and carried unanimously to approve the minutes from the June 15, 2021 regular session meeting as amended.</i>
TREASURER'S REPORT	The Board reviewed the un-audited financial statement prepared by Management: A. <u>June 30, 2021 – Bank Balances</u> Operating Account\$139,507.00 Reserve Account\$713,423.97 Outstanding aging\$1,675.00 <i>A motion was made, seconded, and carried unanimously to accept the treasurer's reports for June 30, 2021.</i>
INVESTMENT MATURITY DATES	Nothing this period.
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: Obtain Tax and Audit Bids, Approve Holiday Lighting Bid, Begin Draft Budget, Asphalt Condition (Annual Inspection/Obtain Bids), Annual Notice of Address mailed as insert in August for September billing, Schedule Termite Inspection for Pool Area and Gate House (Last inspection done Aug. 2018). **No motions were made.**

COMMITTEE REPORTS

**40TH YEAR
ANNIVERSARY**

Chairperson: Ann Marie Simmons

1. Ann Marie gave the report.
2. Ann Marie met with the Social Committee to discuss the upcoming Taco Bar event to be held on Friday, August 20, 2021 from 4-8 pm in conjunction with the 40th year anniversary event.
3. Discussed the T-shirts designed and produced for the event.

No motions were made.

**ARCHITECTURAL
COMMITTEE**

Chairperson: Shelley Armstrong

1. The Board reviewed the Architectural Progress Report. **No motions were made.**
2. 13 Ramada - The Board discussed the yard work completed.

A motion was made, seconded, and carried unanimously to approve the modification as implemented.

3. The Board discussed the current Architectural Guidelines.

A motion was made, seconded, and carried unanimously to invite the Shelley Armstrong and the Architectural Committee to the August 10, 2021 meeting to discuss electric vehicle charging stations and alternatives to turf.

**COMMUNITY
FACILITIES
COMMITTEE**

Chairperson: Ken Fairbanks

1. There was no report

No motions were made.

**LANDSCAPE
COMMITTEE**

Chairperson: Ginny Davenport

1. The Board reviewed the most current Landscape Committee Report submitted and the July 13, 2021 emails submitted by Ginny Davenport.
2. Park West - Weekly Landscape Reports
3. Monarch Environmental - Review of the June 29, 2021 report
4. Park West Proposals:
 - a. Remove and flash cut the Liquidambar tree in the turf area along La Dera Street and add Fescue Seed and Topper or will do a separate proposal for the tree replacement @ \$400.00.

A motion was made, seconded, and carried unanimously to table discussion and ask Park West for a revised proposal to stump grind and install a new tree.

**LANDSCAPE
COMMITTEE**
Continued...

- b. Remove all Morning Glory vine and all visible roots from the wall, Spray selected herbicide to all visible roots once a month for the following 90 days, then replace with 5-gallon Boston Ivy vines @ \$3,413.00.

A motion was made, seconded, and carried unanimously to give the Landscape Committee the authority to address the above-noted work at a cost not to exceed \$2,000.00.

- c. West Sonrisa entrance - Remove the existing turf area at the entry island and replace with Zonal Red Geranium to match with the front planter @ \$370.00.
- d. East Sonrisa entrance - Remove the existing turf area and replace with Zonal Red Geranium to match with the existing color plants @ \$720.00

A motion was made, seconded, and carried unanimously to approve the above-noted proposals c and d at a total cost of \$1,090.00.

**LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Don Flick

1. Pool & Greenbelt Renovation 2021/2022 - Preparation for Presentation to Homeowners
 - a. The Board reviewed the revised/approved Assessment Document
 - b. The Board discussed preparations: Materials, Methods & Timing

No motions were made.

**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

No motions were made.

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

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

DISCUSSION ITEMS:

RESERVE STUDY

The Board reviewed the Reserve Study submitted by Association Reserves.

A motion was made, seconded, and carried unanimously to table discussion until the August 10, 2021 meeting.

**PARK WEST FAILED
MAINTENANCE**

The Board reviewed the email submitted by Don Flick regarding Park West Landscape and the morning glory ivy which has, over a period, has taken over much of the perimeter wall along Hicks Canyon between the two gates. **No motions were made.**

**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 begin holding physical meetings effective August 10, 2021.

**NEW BUSINESS
HOLIDAY LIGHTS**

The Board reviewed the proposal submitted by California Christmas to provide holiday lighting at the front entrances and trees located at the corner monument sign at a cost of \$2,400.00.
A motion was made, seconded, and carried unanimously to approve the proposal.

**STREET ASPHALT
REPAIR/BIDS**

The Board reviewed the email submitted by Carlos Martinez regarding the community streets, repairs needed and the possibility of obtaining proposals to complete the work.
A motion was made, seconded, and carried unanimously to table discussion pending review of proposals to be submitted to complete minor repairs, slurry coat and restripe as needed.

**STREET SWEEPING
SERVICE DATE
CHANGE REQUEST**

The Board reviewed the email submitted by Sunset Property Service seeking permission to change the day of street sweeping service from 2nd and 4th Tuesdays to the 1st and 3rd Mondays.
A motion was made, seconded, and carried unanimously to deny the request as presented. Mondays are trash collection days.

NEXT MEETING

The next Board of Directors Meeting is currently scheduled for Tuesday, August 10, 2021 at 13 Ramada, Irvine CA 92620. 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 8:47 PM.

ATTEST:

Board Member Signature

Date

8/13/21