

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 10, 2022**

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 29 Sonrisa and via Zoom teleconference on May 10, 2022.
ATTENDANCE	Directors Present: Ken Fairbanks, President Ann Marie Simmons, Vice President Carlos Martinez, Treasurer Kimber Elston, Secretary Greg Smith, Member at Large Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM
CALL TO ORDER	A quorum was present, and President, Ken Fairbanks, called the meeting to order at 6:58 PM.
GUESTS AND COMMITTEE CHAIRPERSONS PRESENT	Gary Brenkman, Governance and Guidelines Committee There were no other homeowners 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.
ORGANIZATIONAL MEETING	The Board conducted an Organizational Meeting for the purposes of electing new Officer positions after the appointment of the two new Board Members. <i>A motion was made, seconded, and carried unanimously to appoint the following positions:</i> <i>President - Ken Fairbanks</i> <i>Vice President - Ann Marie Simmons</i> <i>Treasurer - Carlos</i> <i>Secretary - Kimber Elston</i> <i>Greg Smith - Member at Large</i>
HOMEOWNER FORUM	There were no homeowners present, and no issues were brought before the Board.
MINUTES	<i>A motion was made, seconded, and carried unanimously to approve the Minutes from the April 12, 2022, regular session meeting, as presented.</i>

**TREASURER'S
REPORT**

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

A. April 30, 2022 – Bank Balances

Operating Account\$133,642.79
Reserve Account\$965,834.68
Outstanding aging\$12,294.00

A motion was made, seconded, and carried unanimously to accept the treasurer's report for April 30, 2022.

**INVESTMENT
MATURITY DATES**

1415 - CIT CDARS .40% 6/16/22
1416 - CIT CDARS .40% 6/16/22

A motion was made, seconded, and carried unanimously to table discussion on these until the June 14, 2022 meeting.

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 in June, including: Tree Trimming Bids for all other trees (schedule trim date for Sept/Oct), Change Gate Codes and Set Summer BBQ Date. **No motions were made.**

COMMITTEE REPORTS

**ARCHITECTURAL
COMMITTEE**

Chairperson: Shelley Armstrong was present to give the report

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

**COMMUNITY
FACILITIES
COMMITTEE**

Chairperson: Ken Fairbanks

1. Gate Operators - The Board reviewed proposals submitted by Accent Automated Gates (\$22,200 / \$5,550 per gate) and Automated Gate Service (\$27,465.00) to replace the gate operators.

*A motion was made, seconded, and carried unanimously to give Ken Fairbanks authorization up to \$30,000 for the purpose of replacing the gate operators. **To be coded to the Access, Fencing and Gate Reserve fund.***

2. Block Wall Repair Update - The Board reviewed the response submitted by the homeowner at 5 Sonrisa. **No motions were made.**

**GOVERNANCE AND
GUIDELINES
COMMITTEE**

Chairperson: Gary Brenkman was present on behalf of the Committee to provide a report.

1. Committee Report - The Board reviewed summaries of the suggested additions and revisions to the Rules & Regulations, the Architectural Guidelines, and the Resident Handbook, as recommended by the Governance and Guidelines Committee. Gary suggested that once the Board has finalized their review and made any needed changes, the documents should be sent to the Association's attorney for a legal review before sending them out to the homeowners for the state-mandated 28-day comment period.

A motion was made, seconded, and carried unanimously to table discussion to allow the Board time to review the suggested changes. The Board will submit their comments, in time to be reviewed at the June 14, 2022 meeting.

**LANDSCAPE
COMMITTEE**

Chairperson: Ginny Davenport

1. Landscape Committee Report - Review
2. Park West – Weekly Landscape Reports - Review

No motions were made.

**POOL / LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: The Board

- The Board discussed the status of the proposals submitted for the pool area renovations. The cost for the barbeque renovation is considered too costly, so that is being removed from consideration.

No motions were made.

**SOCIAL
COMMITTEE**

Chairperson: Geraldine Chinarian and Sam Chinarian

- The Board discussed the date of the summer barbeque event.

A motion was made, seconded, and carried unanimously to table discussion until the June 14, 2022 meeting.

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

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

DISCUSSION ITEMS:

**SQUIRREL
ABATEMENT
SERVICE**

The Board discussed the squirrel abatement service currently provided by Accurate Termite and Pest Control. The HOA pays \$114.00 per month for this service.

A motion was made, seconded, and carried unanimously to keep the squirrel abatement service in place.

**REMINDER - JAMIE
ON VACATION**

The Board was reminded that Jamie Hackwith, Community Manager, will be out of the country and will not have access to email from Wednesday, May 11 until Tuesday, May 24th. Ashleigh Adrianos, Community Assistant will be available during this period for any general maintenance or landscape related requests. For any urgent matters, please call the office.
No motions were made.

NEW BUSINESS

**COMMITTEE
CHARTERS**

The Board discussed the various sample Committee Charters provided by management.

A motion was made, seconded, and carried unanimously to send the sample architectural charters to the Architectural Committee and ask the committee to prepare a charter for review and consideration by the Board.

**MEETING
LOCATIONS**

The Board discussed the possibility of altering the established meeting location schedule, given the appointment of the two new Board Members.

A motion was made, seconded, and carried unanimously to add 8 Ramada to the meeting location rotation, after 5 Redonda.

NEXT MEETING

The next meeting of the Board of Directors Meeting is currently scheduled for Tuesday, June 14, 2022, at 35 Sonrisa, Irvine, CA and via Zoom teleconference. Executive Session Meeting to begin at 6:30 pm, and General Session Meeting afterward (at approximately 7:00 pm.)


ADJOURNMENT

There being no further business to come before the Board at this time, the meeting adjourned at 8:11 PM.

ATTEST:



Board Member Signature



Date