CANYON CREEK HOMEOWNERS ASSOCIATION BOARD OF DIRECTORS MEETING October 11, 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 35 Sonrisa and via Zoom teleconference on October 11, 2022.

ATTENDANCE

Directors Present: Ken Fairbanks, President

Ann Marie Simmons, Vice President

Carlos Martinez, Treasurer Greg Smith, Member at Large

Absent: Kimber Elston, Secretary

Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM

CALL TO ORDER

A quorum was present, and President, Ken Fairbanks, called the meeting to order at 7:00 PM.

GUESTS AND COMMITTEE CHAIRPERSONS PRESENT

There were no committee members in attendance 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.

HOMEOWNER FORUM

There were no homeowners present and no issues brought before the Board.

MINUTES

A motion was made, seconded, and carried unanimously to approve the Minutes from the September 13, 2022, regular session meeting, as presented.

TREASURER'S REPORT

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

A. August 31, 2022 – Bank Balances

Operating Account	\$105,478.59
Reserve Account	\$919,578.20
Outstanding aging	

B. September 30, 2022 – Bank Balances

Operating Account	\$86,686.27
Reserve Account	\$959,455.52
Outstanding aging	

A motion was made, seconded, and carried unanimously to accept the treasurer's reports for August 31 and September 30, 2022.

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INVESTMENT MATURITY DATES None this period

DRAFT BUDGET FOR FYE 12/31/2023 The Board discussed the draft budget submitted from management for fiscal year ending December 31, 2023. Based on a review of anticipated and actual operating expenses and recommended monthly reserve funding levels, management recommends a 4.55% (\$10) increase in the monthly assessments in 2023.

A motion was made, seconded, and carried unanimously to table discussion until the November 8, 2022 meeting.

DELINQUENCY REPORT

LIEN

None this month

AUTHORIZATIONS

Account Number

None this month

None this month

FORECLOSURE AUTHORIZATIONS None this month

ANNUAL CALENDAR
REVIEW OF THE
ANNUAL

ANNUAL CALENDAR The Board reviewed the annual calendar and discussed upcoming items of business in November: Nov. 25th – Mail Budget, Park West Contract Renewal, Insurance Renews in March. Check with Board if they want agent to attend next meeting, Begin Winter mow schedule, once every-other week, Personal Touch Contract Renews – January. **No motions were made.**

COMMITTEE REPORTS

ARCHITECTURAL COMMITTEE

Chairperson: Shelley Armstrong

- 1. The Board reviewed the Architectural Progress Report. **No motions** were made.
- 2. eBlast The Board reviewed the email from Shelley Armstrong and responses by Gary Brenkman and Janet Mull regarding topics for a possible eblast to the membership.

A motion was made, seconded, and carried unanimously to table discussion pending review of a proposed eblast with more succinct verbiage.

FACILITIES COMMITTEE

Chairperson: Ken Fairbanks

No items this month

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GOVERNANCE AND GUIDELINES COMMITTEE

Chairperson: Don Flick

1. Legal Review - The Board reviewed the email from Robert DeNichilo's office regarding the Rules & Regulations and the Resident Handbook seeking a legal review of the draft revised documents. **No motions were made.**

LANDSCAPE COMMITTEE

Chairperson: Ginny Davenport

- 1. Landscape Committee Report Review
- 2. Monarch Environmental Monthly Report Review
- 3. Park West Punch List and Weekly Landscape Reports Review

No motions were made.

POOL / LANDSCAPE RENOVATION COMMITTEE

Chairperson: Board

1. Pool Umbrellas – The Board discussed storage of the pool umbrellas this winter.

A motion was made, seconded, and carried unanimously to ask Personal Touch to take down the umbrellas and store them inside the women's restroom once the work has been completed to the restroom.

SOCIAL COMMITTEE

Chairperson: Geraldine Chinarian and Sam Chinarian

- 1. Halloween Party
 - a) The Board reviewed the flyer submitted by the Social Committee.

A motion was made, seconded, and carried unanimously to approve the flyer to be sent via eblast on the condition it is revised to note that it's hosted by the Canyon Creek HOA and the phone number is removed.

b) The Board reviewed the email submitted by the Social Committee regarding the proposed expenses for the Halloween event.

A motion was made, seconded, and carried unanimously to approve a budget up to \$1,000 for the Halloween event.

WELCOMING COMMITTEE

Chairperson: Don Flick

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

were made.

DISCUSSION ITEMS:

None this month

NEW BUSINESS

SPA FILTER

The Board reviewed the proposal submitted by Best Pool Service to replace the spa filter and backwash assembly at a cost of \$2,598.50.

A motion was made, seconded, and carried unanimously to approve the proposal. To be coded to the Pool/Spa Reserve fund.

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NEXT MEETING The next meeting of the Board of Directors Meeting is currently scheduled

for Tuesday, November 8, 2022, at 5 Redonda, 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 7:55 PM.

ATTEST:

Kimber Elston	11/9/22
Board Member Signature	Date