

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
May 9, 2023**

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 9, 2023.				
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 7:00 PM.				
GUESTS AND COMMITTEE CHAIRPERSONS PRESENT	Shelley Armstrong, Architectural Committee 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.				
HOMEOWNER FORUM	There were two (2) homeowners present and no issues were brought before the Board during the homeowner forum period.				
MINUTES	<i>A motion was made, seconded, and carried unanimously to approve the Minutes from the April 11, 2023, regular session meeting, as corrected.</i>				
TREASURER'S REPORT	The Board reviewed the un-audited financial statement prepared by Management: A. <u>April 30, 2023 – Bank Balances</u> As a result of the transition to our new management software, the April financial report was not prepared on time to be included in the May Director's Report. <i>A motion was made, seconded, and carried unanimously to table the Treasurer's reports for April 30, 2023.</i>				
INVESTMENT MATURITY DATES	None this period				
DELINQUENCY REPORT					
LIEN AUTHORIZATIONS	None this month <table><tr><td><u>Account Number</u></td><td><u>Parcel Number</u></td></tr><tr><td>None this month</td><td>None this month</td></tr></table>	<u>Account Number</u>	<u>Parcel Number</u>	None this month	None this month
<u>Account Number</u>	<u>Parcel Number</u>				
None this month	None this month				

FORECLOSURE AUTHORIZATIONS None this month

ANNUAL CALENDAR

REVIEW OF THE ANNUAL CALENDAR The Board reviewed the annual calendar and discussed upcoming items of business in June: Tree Trimming Bids for all other trees (schedule trim date for Sept/Oct), Change Gate Codes, Set Summer BBQ Date.
No motions were made.

COMMITTEE REPORTS

ARCHITECTURAL COMMITTEE **Chairperson: Shelley Armstrong was present**
1. The Board reviewed the Architectural Progress Report. **No motions were made.**

COMMUNITY FACILITIES COMMITTEE **Chairperson: Ken Fairbanks**
There was no report

GOVERNANCE AND GUIDELINES COMMITTEE **Chairperson: Don Flick (Gary Brenkman was present for the Committee)**
1. **Updated Rules and Resident Handbook** – As there were no owner comments received, the Board discussed formal adoption of the revised Rules & Regulations, Architectural Procedures & Standards and the Resident Handbook.
A motion was made, seconded, and carried unanimously to approve the revised Rules & Regulations, Architectural Procedures & Standards and the Resident Handbook as presented.

LANDSCAPE COMMITTEE **Landscape Committee – Chairperson: Ginny Davenport**
1. Landscape Committee Report – Review
2. Monarch Report - Review
3. Park West – Punch List and Weekly Landscape Reports
4. Park West Landscape and Irrigation Proposals
a. **Smart Irrigation Controllers along Hicks Canyon** – There are four (4) proposals, which cover installation of smart controllers all along the front of the community. Total cost for all bids is \$19,076.30. **If approved, this would be coded to the Irrigation Reserve fund.**

It was noted that, according to Park West, there is a controller and a meter located along Hicks Canyon between Yale and the entrances to the first vehicle gates. The controller is nearing the end of its useful life, and according to Park West, it is expected to fail within the next two years.

A motion was made, seconded, and carried unanimously to approve the proposal on the condition the work is not completed until after Park West meets with Ken Fairbanks and Greg Smith.

**POOL / LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Board

1. Pool Drain - The Board discussed the change order submitted by Aquasure to replace approximately 80 LF of clogged drain from the street to the fencing at a cost of \$2,900.00. **No motions were made.**
2. Barbeque Pad - The Board reviewed the proposal submitted by Aquasure to install a concrete base / footing for future BBQ at a cost of 810.00.

*A motion was made, seconded, and carried unanimously to approve the above-noted proposal (item #2). **To be coded to the Renovation Reserve fund.***

3. Barbeque – The Board discussed the purchase of a replacement barbeque and doors at the pool area.

*A motion was made, seconded, and carried unanimously to authorize Greg Smith to spend up to \$5,000.00 for the purchase of a new barbeque and doors at the pool area. **To be coded to the Renovation Reserve fund.***

**SOCIAL
COMMITTEE**

Chairperson: Geraldine Chinarian and Sam Chinarian

1. Easter Event – Reimbursement Request – The Board reviewed the request submitted by Jeri Chinarian for reimbursement in the amount of \$96.27 for costs associated with the cancelled easter event.

A motion was made, seconded, and carried unanimously to deny the request, as the event was cancelled by the Committee without first consulting with the Board.

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

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

OLD BUSINESS:

None this period

NEW BUSINESS

None this period

NEXT MEETING

The next meeting of the Board of Directors Meeting is currently scheduled for Tuesday, Jun 13, 2023, 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

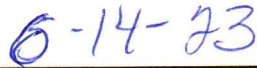
There being no further business to come before the Board at this time, the meeting adjourned at 8:20 PM.

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ATTEST:



Board Member Signature



Date