

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES  
AUGUST 9, 2016**

**I. NOTICE OF MEETING**

Upon notice duly given and received, the meeting of the Board of Directors of the Canyon Creek Homeowners Association was held on August 9, 2016 at 17 Sonrisa, Irvine, CA.

**II. ATTENDANCE**

**Members Present:**

David Melvold	President
Don Flick	Vice President
Gary Brenkman	Treasurer
Shelley Armstrong	Secretary (entered at 7:21 PM)
Richard Lombardi	Member at Large (exited at 9:09 PM)

**Also Present:**

Tiani Bobitch, CMCA®      Managing Agent, Total Property Management, Inc.

**III. CALL TO ORDER**

A quorum was present, and Board President, David Melvold, called the meeting to order at 7:03 p.m.

**IV. HOMEOWNER FORUM**

There was one (1) homeowner present. The concern presented was that of the Puerto fence replacement.

**V. EXECUTIVE SESSION DISCLOSURE**

- An announcement was made indicating that the Board will meet in Executive Session following this meeting to hold hearings for non-compliance issues, and to discuss contractual, delinquencies, legal, and personnel issues as permitted by California Civil Code.
- **Collection Matters**  
The Board reviewed and discussed collection matters in executive session.

**VI. MINUTES**

A MOTION WAS DULY MADE BY DON FLICK, SECONDED BY DAVID MELVOLD AND PASSED BY THE BOARD WITH GARY BRENKMAN AND RICHARD LOMBARDI ABSTAINING to approve the minutes of the July 21, 2016 General Session meeting as revised.

**VII. TREASURER'S REPORT**

**A. Financial Status of the Association**

- B.** A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY DON FLICK AND UNANIMOUSLY CARRIED BY THE BOARD to approve the June and July 2016 Financial Statements.

**VIII. LIEN APPROVAL**

None at this time.

**IX. COMMITTEE REPORTS**

**A. Social Committee**

The Summer BBQ is to be held on Friday, August 12, 2016. .

**B. Traffic Safety Committee**

There were no reports made by the Traffic Safety Committee.

**C. Architectural Committee**

The Board reviewed the architectural applications that were approved, denied, or pending approval.

*[Key: 1) Submitted; 2) Approved; 3) In progress; 4) In progress 100%; 5) Completed]*

Address:	Name:	Project:	1	2	3	4	5
1 Puerto	Likens	Hardscape – front, back and side	x	x	x	x	
1 Vispera	Lui	Install brown vinyl windows	x	x	x	x	
1 Vispera	Lui	Install garage door	x	x	x	x	
1 Vispera	Lui	Replace siding and install stucco/veneer tile, paint	x	x	x	x	
1 Vispera	Lui	Front door replacement, skylight removal and replacement of windows	x	x	x	x	
1 Vispera	Lui	Painting – entire house	x	x	x	x	
1 Sonrisa	Lee	Replacement of windows	x	x	x	x	x
1 Sonrisa	Lee	Replacement of Roof	x	x	x	x	x
1 Sonrisa	Lee	Replace siding with stucco	x	x	x	x	x
1 Sonrisa	Lee	Painting of entire home	x	x	x	x	x
1 Sonrisa	Lee	Front door replacement	x	x	x	x	x
4 Rincon	Palmer	Artificial turf installation	x				
5 Redonda	Baden	Replace windows – current style	x	x	x	x	
5 Rincon	Ideno	Painting entire house	x	x	x	x	
5 Ramada	Amin	Garage door replacement	x	x	x		
5 Ramada	Amin	Front door replacement	x	x	x		
5 Ramada	Amin	Painting – Entire home	x	x	x		
5 Ramada	Amin	Replace stucco with flagstone in front/side	x	x	x		
5 Ramada	Amin	Windows replacement – all, new style	x	x	x		
7 Rincon	Slots	Install artificial turf	x	x	x	x	
9 Ramada	Peters	Install artificial turf in front yard with hard and soft-scape	x	x	x	x	
11 Redonda	Shen	Paint entire house with clear stain	x	x	x	x	x
11 Redonda	Shen	Installation of new roof	x	x	x	x	
12 Vispera	Thompson	Windows replacement, 32 total	x	x	x	x	
15 Ramada	Rezai	Painting entire house – returned mail, resent to property address.	x	x	x	x	
25 Sonrisa	Zhu	Install solar panels	x	x	x	x	

**D. Landscape Committee**

**Park West Weekly Landscape Reports**

The Board reviewed the weekly reports provided by Park West.

**E. Building and Grounds Committee**

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY DAVID MELVOLD AND UNANIMOUSLY CARRIED BY THE BOARD to change the name of the committee to "Community Facilities Committee."

**F. Welcoming Committee**

There were no reports made by the Welcoming Committee.

**G. Pool Safety/Security Committee**

There were no reports made by the Pool Safety/Security Committee.

**X. STATUS REPORT ON APPROVED/ACTIVE PROJECTS**

- A. Replace Missing Wall Caps – Pending sample from vendor
- B. Entrance Electrical Repairs – Pending scheduling from vendor
- C. Purchase Umbrella Stands – Pending umbrella condition status from Tom Jordan
- D. Annual Tree Trimming – Pending to be scheduled by vendor
- E. Gate Roller Replacement – Pending to be scheduled by vendor

**XI. BOARD DISCUSSION/MANAGEMENT REPORT**

**A. Termite Treatment/Rodent Control for Pool House**

The Board reviewed proposals for the treatment of termites, wood replacement and rodent control in the Association's pool house. A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY SHELLEY ARMSTRONG AND UNANIMOUSLY CARRIED BY THE BOARD to approve the proposals from Accurate Termite for the treatment of termites and wood replacement in the amount of \$1,550 and rodent clean-up in the amount of \$1,870 to be paid from GL code 7545.

**B. Puerto Fence Replacement**

The Board reviewed several proposals for the replacement of the Puerto Fence. The Board stated that unanswered questions remained and the Board would need more information before approving any proposals. Additionally, the scopes of work were not apples-to-apples. A MOTION WAS DULY MADE BY SHELLEY ARMSTRONG, SECONDED BY GARY BRENKMAN AND UNANIMOUSLY CARRIED BY THE BOARD to ask the vendors to revise their proposals according to the previously provided listing of work related points/questions from David Melvold.

**C. Pool Fence Repair**

The Board reviewed a proposal from Cox Contracting to replace a wrought iron post in the association's pool area. The Board asked management to request that the vendor revise their proposal to also include a horizontal bar on the outside connecting four (4) of the vertical posts in each direction from the corner to make it more difficult to break one post off.

**D. Review of Traffic Safety Study**

The Board reviewed the revised traffic safety study dated July 11, 2016 provided by KOA Corporation. A MOTION WAS DULY MADE BY RICHARD LOMBARDI, SECONDED BY GARY BRENKMAN AND PASSED BY THE BOARD WITH SHELLEY ARMSTRONG OPPOSING to approve installing speed cushions on Sonrisa between Sonrisa West and Vispera as indicated in KOA's recommendations. The Traffic

Safety committee will draft a communication for review by Board members that will inform homeowners that the Association intends to install speed cushions after discussion and input from a Traffic Safety Professional. Management is to look into obtaining approval from the Orange County Fire Authority.

***Director Left Meeting***

***Richard Lombardi exited the meeting at 9:09 PM***

**E. Absentee Homeowners**

This topic was tabled and will be added onto the September meeting agenda.

**F. Draft Reserve Study**

The Draft Reserve Study was not yet available. The Board asked management to demand that the draft be provided to the Board to review before the end of the month.

**G. Holiday Lights**

The Board reaffirmed that Shine Illumination (previously known as Christmas Light Pros) is never to be used on the property and to obtain proposals from different vendors for the 2016 Holiday.

**H. Project 5B**

Shelley Armstrong informed the Board that there was a crack in the block wall dividing her home from the adjacent developing community. She suggested that she schedule a walk with The Irvine Company to identify and resolve any damage that may have been caused to the Canyon Creek HOA due to the construction of the adjacent developing community. Shelley Armstrong also noted that there was graffiti on the other side of the wall that has been painted over poorly.

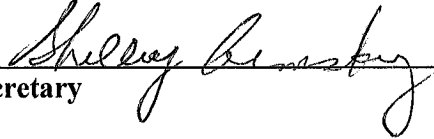
**XII. NEXT MEETING ANNOUNCEMENT**

The next Board meeting is on 13, 2016 at 7:00 p.m. at 37 Sonrisa.

**XIII. ADJOURNMENT**

There being no further business to come before the Board of Directors at this time, a motion was duly made, seconded and carried unanimously to adjourn the General Session Meeting at 9:29 p.m.

**ATTEST:**

  
\_\_\_\_\_  
Secretary

9/13/16  
\_\_\_\_\_  
Date