

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
NOVEMBER 17, 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 November 17, 2016 at 37 Sonrisa, Irvine, CA.

II. ATTENDANCE

Members Present:

David Melvold	President
Don Flick	Vice President
Gary Brenkman	Treasurer
Shelley Armstrong	Secretary
Richard Lombardi	Member at Large

Members Absent:

All Board Members Present

Also Present:

Jerri Boone, PCAM® 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 7:07 PM.

IV. HOMEOWNER FORUM

There was one (1) homeowner present. Subjects brought forth were the possibility that a home within the community may be being utilized as a birther host home.

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. A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY SHELLEY ARMSTRONG AND PASSED BY THE BOARD to approve the minutes of the October 25, 2016 General Session meeting as revised. DAVID MELVOLD ABSTAINED SINCE HE WAS NOT PRESENT AT THE MEETING.

VII. TREASURER'S REPORT

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY DON FLICK AND UNANIMOUSLY CARRIED BY THE BOARD to approve the October 2016 Financial Statements.

VIII. LIEN APPROVAL

None at this time.

IX. COMMITTEE REPORTS

A. Social Committee

There were no reports made by the Social Committee

B. Architectural Committee

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

[Key: 1) Submitted; 2) Approved; 3) In progress; 4) Completed; 5) NOC Received]

Address:	Name:	Project:	1	2	3	4	5
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	x	x
7 Puerto	Silver	Room additions	x	x			
7 Sonrisa	Addis	Solar Panel Installation	x	x	x		
13 Trovita	Yoshida	Window replacement – new style	x	x			
13 Trovita	Yoshida	Front Door Replacement	x	x			
1 Vispera	Liu	Window Replacement	x	x			
1 Vispera	Liu	Painting – entire home	x	x	x	x	x
11 Redonda	Shen	Painting – entire home	x	x	x	x	x

ARCHITECTURAL COMMITTEE APPOINTMENT

A MOTION WAS DULY MADE BY SHELLY ARMSTRONG, SECONDED BY DON FLICK AND UNANIMOUSLY CARRIED to appoint Sonny Noh, 9 Sonrisa, to the Architectural Committee.

C. Landscape Committee

Park West Weekly Landscape Reports

The Board reviewed the weekly landscape reports as provided by Park West Landscape. The Board asked management to speak to Park West about the lack of coordination in the mowing and irrigation schedules which has resulted in turf damage.

D. Welcoming Committee

Chair Don Flick advised that the Welcoming Committee is discussing how to address new renters versus new owners to the community relative to welcoming to the community.

E. Pool Safety/Security Committee

There were no reports made by the Pool Safety/Security Committee at the meeting. David Melvold read e-mail communication from the Committee Chair to the Board advising that the Pool Safety/Security Committee is not having actual meetings, but only having an informal dialogue amongst members.

X. STATUS REPORT ON APPROVED/ACTIVE PROJECTS

- A. Replace Missing Wall Caps – To be completed by whomever completes the Puerto wall replacement
- B. Installation of Holiday Lights
- C. Roto tilling of Tot Lot

XI. BOARD DISCUSSION/MANAGEMENT REPORT

A. Parkwest Landscape – Proposal For Dethatching and Overseeding

A MOTION WAS DULY MADE BY DON FLICK, SECONDED BY SHELLY ARMSTRONG AND UNANIMOUSLY PASSED BY THE BOARD to not proceed with the request submitted by Parkwest Landscape for dethatching and overseeding the turf within the community.

Puerto Wall Replacement

The Board discussed the approval of the Puerto wall replacement project that occurred at the October, 2016 Board meeting. It was noted that the approval was not sent over to the contractor pending legal review. UPON A MOTION DULY MADE BY GARY BRENKMAN, SECONDED BY DON FLICK AND UNANIMOUSLY PASSED BY THE BOARD, TO RESCIND THE APPROVAL MADE AT THE OCTOBER, 2016 MEETING FOR REPLACEMENT OF THE PUERTO WALL TO COX CONTRACTING AND INSTEAD PROVIDE NEW SPECIFICATIONS TO THE ORIGINAL BIDDERS. David Melvold will provide new specifications, with review by the Board, and provide to Management once agreed upon by the Board of Directors.

XII. CORRESPONDENCE

The Board reviewed communication from three (3) owners pertaining to non-compliance matters and a maintenance item. These items will be discussed in Executive Session.


XII. NEXT MEETING ANNOUNCEMENT

The next Board meeting is scheduled for Tuesday, December 13, 2016 at 15 Sonrisa at 7:00 p.m.

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 9:23 PM.

ATTEST:



Secretary

Minister of L. Hoge

12-13-16
Date