

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
JANUARY 10, 2017**

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 January 10, 2017 at 24 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: **None**

Also Present:

Jerri Boone, PCAM®	Managing Agent, Total Property Management, Inc.
Laurie Coffman, CMCA®	Managing Agent, Total Property Management, Inc.

CALL TO ORDER

A quorum was present, and Board President, David Melvold, called the meeting to order at 7:30 PM.

III. HOMEOWNER FORUM

There were no homeowners present.

IV. EXECUTIVE SESSION DISCLOSURE

- An announcement was made indicating that the Board met in Executive Session prior to 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 DON FLICK, SECONDED BY DAVE MELVOLD AND UNANIMOUSLY CARRIED BY THE BOARD to approve the minutes of the December 13, 2016 General Session 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 November 2016 Financial Statements as submitted in the January 10, 2017 Board Report and December 2016 Financial Statements as submitted to the Board by email prior to the January 10, 2017 Board of Directors meeting.

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

Architectural Committee in the process of reviewing and updating tracking spreadsheet.

[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
16 Redonda	Kroll	Painting – stucco	x				

C. Landscape Committee

There were no reports made by the Landscape Committee.

D. Welcoming Committee

There were no reports made by the Welcoming Committee.

E. Pool Safety/Security Committee

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

X. STATUS REPORT ON APPROVED/ACTIVE PROJECTS

A. Update on success of squirrel traps

XI. BOARD DISCUSSION ON PROPOSALS/MANAGEMENT REPORT

A. Puerto Wall Replacement

No decision was made at this time. Revised bids were received from three (3) contractors, but not reviewed at the meeting. A source of water and electricity must be arranged.

B. Replace Missing Wall Caps

No decision was made at this time.

C. Speed Bump Replacement

A MOTION WAS MADE BY GARY BRENKMAN, SECONDED BY DON FLICK AND UNANIMOUSLY CARRIED to approve the Proposal provided by Quickel Paving, Four (4) Asphalt Speed Cushions, Option 2, in the amount of \$3,595.00, with a change on the proposal from paint marking noting "15 mph" to "Hump" on both sides of new speed cushions, and Don Flick, volunteer, for overseeing the placement location of speed cushions during construction. Approval of the speed cushion installation from the OCFA was received, and Dave Melvold picked up the approval document and transferred to Total Property Management for record keeping.

D. Landscape Proposals submitted by Park West Landscape and Artistic Maintenance for replacement of tree removed at the end of Redonda and back fence on Tamiza inclusive of stump grinding and removal thereof.

A MOTION WAS DULY MADE BY DAVE MELVOLD, SECONDED BY GARY BRENKMAN AND UNANIMOUSLY CARRIED BY THE BOARD to deny all proposals as submitted.

XI. NEXT MEETING ANNOUNCEMENT

The next Board meeting is scheduled for Tuesday, February 14, 2017 at 2 Rincon at 7:00 p.m., this will be for the Annual Election, Organizational, General and Executive Sessions.

XII. 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 9:42 PM.

ATTEST

Secretary



2/14/17
Date