

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES
MARCH 14, 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 March 14, 2017 at 17 Sonrisa, Irvine, CA.

II. ATTENDANCE

Members Present:

Don Flick	Vice President
Gary Brenkman	Treasurer
Richard Lombardi	Secretary
Ken Fairbanks	Member at Large

Members Absent:

David Melvold	President (previously advised)
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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 Vice President, Don Flick, called the meeting to order at 7:03 PM.

III. HOMEOWNER FORUM

There were two homeowners present. Discussion held regarding 1 and 3 Puerto wall damaged during a recent storm, and anticipated timeframe for repair.

IV. EXECUTIVE SESSION DISCLOSURE

- An announcement was made indicating that the Board met in Executive Session prior to this meeting to hold any scheduled 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.

V. MINUTES

- A. A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY DON FLICK AND UNANIMOUSLY CARRIED BY THE BOARD to approve the minutes of the February 14, 2017 General Session meeting.

VI. TREASURER'S REPORT

- A. A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY DON FLICK AND UNANIMOUSLY CARRIED BY THE BOARD to approve the February 28, 2017 Financial Statements as submitted.

VII. LIEN APPROVAL

None at this time.

VIII. COMMITTEE REPORTS

A. Architectural Committee – Current Activity.

1) Submitted; 2) Approved; 3) Project Started – Shelley will advise; 4) Project Completed

Address:	Name:	Project:	1	2	3	4
7 Puerto	Silver	Room Addition	x	x		
5 Ramada	Amin	Garage Door Replacement	x	x	x	x
1 Redonda	Zucker	Front Yard Landscape	x	x		
5 Redonda	Baden	Roof	x	x		
6 Redonda	Gitlin	Windows/Paint	x	x		
16 Redonda	Withers	Roof/Patio Cover	x	x	x	
16 Redonda	Withers	Paint Exterior	x	x		
16 Redonda	Withers	Front Door	x	x		
4 Rincon	Palmer	Artificial Turf	x			
16 Rincon	Laufer	Windows/Slight/Roof	x	x		
21 Trovita	Dunleavy	Landscape – add tree	x	x		
1 Vispera	Liu	Artificial Turf, Stepping Pads, Slump Planter Wall, Plants	x	x	x	x
16 Vispera	Kroll	Painting	x	x	x	x

B. Social Committee - Event dates reviewed by the Board of Directors.

C. Community Facilities Committee

A MOTION WAS DULY MADE BY DON FLICK, SECONDED BY RICHARD LOMBARDI AND UNANIMOUSLY CARRIED BY THE BOARD to approve Ken Fairbanks as Committee Chairman.

D. Landscape Committee – Chairman Pending. Weekly updates reviewed by the Board of Directors.

E. Welcoming Committee – No updates.

F. Pool Safety/Security Committee – Chairman, John Withers discussed with the Board possible solutions to after-hours use of Pool/Spa, and non-resident use of Tennis Courts. No decision made at this time.

IX. STATUS REPORT ON APPROVED/ACTIVE PROJECTS

A. Squirrel Traps – Confirmation of decreased price for reduction in squirrel traps to \$42.00 per month reviewed by the Board of Directors.

B. Replacement Tree at 9 Tamizar/Rdeonda – Confirmation that 15 gallon tree has been planted reviewed by the Board of Directors.

C. Tree Trimming/Remainder of Trees – Confirmation of trees scheduled for Wednesday, March 29th through Friday, March 30, 2017 reviewed by the Board of Directors.

- D. Tennis Court Fencing** – Confirmation of scheduled replacement of damaged portion of tennis court fencing and claim for damages filed with the Association Insurance Carrier reviewed by the Board of Directors.

X. PROPOSALS

A. Puerto Wall Replacement

No decision was made at this time.

B. Replace Missing Wall Caps

No decision was made at this time.

C. 13 Redonda Block Wall Proposal

A MOTION WAS MADE BY DON FLICK, SECONDED BY KEN FAIRBANKS AND UNANIMOUSLY CARRIED to approve Cox Contracting Services Proposal in the amount of \$7,197.00, to be paid from Fencing/Wall Reserve. Claim filed with the Association Insurance Carrier for reimbursement.

D. 1 and 3 Puerto Block Wall Proposal

A MOTION WAS DULY MADE BY KEN FAIRBANKS, SECONDED BY GARY BRENKMAN AND UNANIMOUSLY CARRIED BY THE BOARD to approve Cox Contracting Services Proposal at a reduced cost of \$1800.00 from the submitted amount of \$2,680.00 due to being awarded the contract for 13 Redonda Block Wall. Approval is contingent upon agreement, acceptance and confirmation of reduced price by Cox Contracting Services. If declined by Cox Contracting Services, approval will then go to Orange County Block Wall, proposal in the amount of \$1800.00 with Management advising Board of Directors of outcome, and to be paid from Fencing/Wall Reserve. Claim filed with the City of Irvine, Claims Department for reimbursement due to damage done by city trees.

E. Pool Building Roof Proposal

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY KEN FAIRBANKS AND UNANIMOUSLY CARRIED BY THE BOARD to approve Antis Roofing & Waterproofing Proposal in the amount of \$2,396.00, to be paid from Roof Reserve. Claim filed with the Association Insurance Carrier for reimbursement.

F. Pool Building Men's Restroom Drywall Repair Proposal

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY KEN FAIRBANKS AND UNANIMOUSLY CARRIED BY THE BOARD to approve Alltrade Construction Services Proposal in the amount of \$625.00, to be paid from Handyman Expense Operating.

G. Sonrisa East Gate Replacement of Front Fencing & Repair of Post Proposal

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY DON FLICK AND UNANIMOUSLY CARRIED BY THE BOARD to approve Accent Automated Gates Proposal in the amount of \$1,590.00, to be paid from Access Gate Repair Operating.

Proposal submitted in the amount of \$1,123.39, at a reduced price of \$1,020.08 by removing the delivery/disposal fee, with pickup being done by a Board Member, to be paid from Patio Furniture Reserve.

I. Park West Landscape Proposals

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY KEN FAIRBANKS AND UNANIMOUSLY CARRIED BY THE BOARD to approve the following:

- Proposal #30026 for Regular Irvine Mulch at both entrances in the amount of \$225.00, to be paid from Landscape Replacement Operating.
- Proposal #30027 for the application of Seed, Topper and Labor – all bare areas where Eucalyptus Trees were removed in the amount of \$766.00, to be paid from Landscape Replacement Operating.

XI. NEXT MEETING ANNOUNCEMENT

The next Board meeting is scheduled for Tuesday, April 11, 2017 at 15 Sonrisa at 6:30 p.m., this beginning with the Executive Session and General Session meeting immediately following, or at 7:00p.m.

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 8:45 PM.

ATTEST


Secretary

4-11-17
Date