

**CANYON CREEK HOMEOWNERS ASSOCIATION  
BOARD OF DIRECTORS GENERAL SESSION MEETING MINUTES**

**APRIL 11, 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 April 11, 2017 at 15 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) |
|---------------|--------------------------------|

**Also Present:**

|                       |   |
|-----------------------|---|
| Laurie Coffman, CMCA® | Managing Agent, Total Property Management, Inc. |
| Jeri Boone, PCAM®     | 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 6:55 PM.

**III. HOMEOWNER FORUM**

There were three homeowners present. Input by homeowners regarding 7 Puerto trees, the 7 Puerto cul-de-sac wall, city lighting and the incline height of the walking path in the adjacent home development.

**IV. EXECUTIVE SESSION DISCLOSURE**

- An announcement was made 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.

**V. MINUTES**

- A. A MOTION WAS DULY MADE BY KEN FAIRBANKS, SECONDED BY GARY BRENKMAN AND UNANIMOUSLY CARRIED BY THE BOARD to approve the minutes of the March 14, 2017 General Session meeting as amended.

**VI. TREASURER'S REPORT**

- A. A MOTION WAS DULY MADE BY DON FLICK, SECONDED BY RICH LOMBARDI AND UNANIMOUSLY CARRIED BY THE BOARD to approve the March 31, 2017 Financial Statements as submitted.

**VII. LIEN APPROVAL - None**

**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 |   |   |
| 1 Redonda  | Zucker   | Front Yard Landscape                           | x | x | 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 | x | x |
| 16 Redonda | Withers  | Front Door                                     | x | x | x | x |
| 4 Rincon   | Palmer   | Artificial Turf                                | x | x | x | x |
| 16 Rincon  | Laufer   | Windows/Skylight/Roof                          | x |   |   |   |
| 16 Rincon  | Laufer   | Cover ledge under 2 <sup>nd</sup> floor window | x |   |   |   |
| 9 Sonrisa  | Noh      | Remodel/Skylight                               | x |   |   |   |
| 9 Sonrisa  | Noh      | Front Door/French Doors                        | x |   |   |   |
| 9 Sonrisa  | Noh      | Windows  | x |   |   |   |
| 21 Trovita | Dunleavy | Landscape – add tree                           | x | x | x | x |

**B. Social Committee –** Geraldine Chinarian. No updates.

**C. Community Facilities Committee –** Ken Fairbanks. No updates.

**D. Landscape Committee –** Chairman Pending.

- Park West weekly updates reviewed by the Board of Directors.

**E. Welcoming Committee –** Don Flick. No updates.

**F. Pool Safety/Security Committee –** Chairman, John Withers. No updates.

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

**A. 13 Redonda Block Wall –** Completed

**B. 1 and 3 Puerto Block Walls –** Completed

**C. Wrought Iron Fence along Tamizar Emergency Fire Gate Repair–** Completed.  
 Damaged lock replacement pending.

**D. Tennis Court Fencing –** Completed

**E. CSE Insurance Group –** Loss claim for association reimbursement received in the amount of \$12,950.61 covering Block Aalls, Tennis Court Fencing and Restroom Roofing Repair.

**F. City of Irvine, Claim filed by Association -** Pending final review and decision.

**X. PROPOSALS**

**A. Puerto Wall Replacement**

No decision was made at this time.

**B. Replace Missing Wall Caps**

Tabled until 7 Puerto Wall completion.

**C. Ratify Approval of 1 and 3 Puerto Wall Proposal**

A MOTION WAS MADE BY GARY BRENKMAN, SECONDED BY KEN FAIRBANKS AND UNANIMOUSLY CARRIED BY THE BOARD to approve Cox Contracting Services revised Proposal in the amount of \$2,530.00, 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.

**D. On Site Reserve Study Proposal**

A MOTION WAS DULY MADE GARY BRENKMAN, SECONDED BY RICH LOMBARDI AND UNANIMOUSLY CARRIED BY THE BOARD to approve Advanced Reserve Solutions Proposal in the amount of \$750.00 for Option 1 and an additional amount of \$175.00 for option 1a for photos of all components.

**E. DRAFT Audit for the year ended December 31, 2016**

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY RICH LOMBARDI AND UNANIMOUSLY CARRIED BY THE BOARD to approve the DRAFT Audit provided by VanDerPol & Company.

**F. Arborist Report and Soil Testing of 7 Puerto Cul-de-sac trees**

A MOTION WAS DULY MADE BY GARY BRENKMAN, SECONDED BY KEN FAIRBANKS AND UNANIMOUSLY CARRIED BY THE BOARD to approve Park West in an amount not to exceed \$3000.00 for an arborist report and soil testing on all five (5) trees located at 7 Puerto Cul-de-sac.

**XI. NEXT MEETING ANNOUNCEMENT**

The next Board meeting is scheduled for Tuesday, May 9, 2017 at 29 Sonrisa at 6:30 p.m., 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, a motion was duly made, seconded and carried unanimously to adjourn the General Session Meeting at 8:16 PM.

**XIII. RE-ADJOURN**

The Board of Directors re-adjourned the General Session Meeting at 8:20PM.

**XIV. DECISIONS TO REQUESTS GENERATED FROM THE HOMEOWNER FORUM**

A MOTION WAS DULY MADE BY KEN FAIRBANKS, SECONDED BY GARY BRENKMAN AND UNANIMOUSLY CARRIED BY THE BOARD to have management advise homeowners of the following:

- Paseo lighting issue to be addressed directly with the City of Irvine by the homeowners of Canyon Creek HOA that are affected by this so that they can find a resolution with the city to their satisfaction.

- Grading level of walking path is to be addressed by the affected homeowners adjacent to the new home development directly with the Irvine Pacific/Irvine Company.

**XV. ADJOURNMENT**

There being no further business to come before the Board of Directors, a motion was duly made, seconded and carried unanimously to adjourn the General Session Meeting at 8:21 PM.

ATTEST

Secretary



Date

5/16/17