

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

JUNE 13, 2017

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 June 13, 2017 at 37 Sonrisa, Irvine, CA.

ATTENDANCE

Members Present:

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

Members Absent: none

Also Present:

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

I. CALL TO ORDER

A quorum was present, and Board President, Dave Melvold, called the meeting to order at 7:04 PM.

II. HOMEOWNER FORUM

There were no homeowners present.

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.

III. MINUTES

- A. A MOTION WAS DULY MADE, SECONDED, AND CARRIED BY THE BOARD** to approve the minutes of the May 16, 2017 General Session meeting with minor revision to VIII. E. from welcomed to absentee owner. Board Secretary, Richard Lombardi abstained.

IV. TREASURER'S REPORT

- A. A MOTION WAS DULY MADE, SECONDED, AND UNANIMOUSLY CARRIED BY THE BOARD** to approve the April 30, 2017 Financial Statements with reclass of the amount \$313.78 from 3326 (Street Reserve) to 3323 (Roof Reserve).

- B. LIEN APPROVAL(S) – None for review.**

V. 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 Redonda	Baden	Roof	x	x	x	x
6 Redonda	Gitlin	Windows/Paint	x	x	x	x
16 Rincon	Laufer	Windows/Skylight/Roof	x	x	x	
16 Rincon	Laufer	Cover ledge under 2 nd floor window	x	x	x	
16 Rincon	Laufer	Paint Stucco/Siding/Wood Trim	x	x		
9 Sonrisa	Noh	Remodel/Skylight	x	x		
9 Sonrisa	Noh	Front Door/French Doors	x	x		
9 Sonrisa	Noh	Windows	x	x		
25 Sonrisa	Zhu	Remodel – DENIED AS SUBMITTED	x	-	-	-
25 Sonrisa	Zhu	Windows – DENIED AT THIS TIME	x	-	-	-
25 Sonrisa	Zhu	Roof over Remodel	x	x		
25 Sonrisa	Zhu	Paint Exterior – DENIED – Choose another color not so similar	x	-	-	-
35 Sonrisa	Simmons	Front Lawn/Trees and Install Lights	x			
7 Vispera	Mull	Brick Masonry	x	x	x	

B. Social Committee – Geraldine Chinarian. No report.

C. Community Facilities Committee – Ken Fairbanks

1. The Committee reviewed the condition of various community facilities and plan to follow up with specific proposals in the future for Board consideration.

D. Landscape Committee – Chairman Pending

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

E. Welcoming Committee – Don Flick. No report.

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

VI. STATUS REPORT ON APPROVED/ACTIVE PROJECTS

- A. Pool Furniture** – pending receipt of replacement of damaged new furniture.
- B. Status and success on reseeded of Eucalyptus Tree removal spots** – Discussed and physical review will be done during landscape walk on June 21, 2017,
- C. Status on installation of sod in bare spots where Eucalyptus Trees were removed** – Will be reviewed and confirmation of installation will be confirmed with Park West during landscape walk on June 21, 2017.

VII. PROPOSALS

A. Personal Touch Cleaning & Maintenance – Mailbox Cleaning Proposal

Tabled until the July 11, 2017 pending additional information for further discussion.

B. Landscape Replacement

A MOTION WAS MADE, SECONDED, AND UNANIMOUSLY CARRIED BY THE BOARD to approve Park West Proposals for:

1. Installation of (12) 1 gallon Creeping Fig Vines along wall at 13 Redonda in the amount of \$108.00. and installation of (10) 1 gallon Pyracantha around perimeter of pool in the amount of \$1,200.00 for a total amount of \$1,308.00. All to be paid from Landscape Replacement Operating.
2. Fall (September/October) Tree Trimming in the amount of \$600.00 to be paid from Tree Trimming Operating.
3. **PENDING FURTHER REVIEW & DISCUSSION:** Removal and stump grinding of eleven (11) Eucalyptus "Blue Gum".

C. Greenbelt Landscaping

Pending additional information and further discussion.

D. Puerto Wall Replacement Project

Pending additional information and further discussion.

E. Reserve Study

Pending corrections and review thereof.

F. Revision of Rules & Regulations

Pending requested changes and review thereof.

G. Contract Review

1. Nordberg/DeNichilo – Pending receipt of full contract for review.
2. Personal Touch Cleaning – Annual Contract.

A MOTION WAS MADE, SECONDED, AND UNANIMOUSLY CARRIED BY THE BOARD to approve Personal Touch Cleaning Annual Contract Renewal reflecting a start date of January 1, 2017. To be paid from Janitorial Service Operating.

H. ByLaws Review for Annual Election

Pending further review and advice by Legal Counsel.

I. Sample Letters to Homeowners

1. Courtesy
2. Violation
3. Hearing

Changes in verbiage requested by the Board to be made.

J. Claim for Damages

1. 1 and 3 Puerto & Wrought Iron Fence along Tamizar. Denied by the City of Irvine. Reimbursement to the association by CSE Insurance Group of funds paid.
2. 13 Redonda – CSE Insurance Group in process of damage claim filed by Mercury Insurance Group representing homeowner.

K. City Code Concerning Number of Bedrooms vs. Garage Size in Single Family Residential Developments.

Discussion held by the Board. No action taken.

L. On Site Fire Protection – Fire Extinguisher Inspection

Completed May 19, 2017.

M. Replacement/Repair Items

1. Mission wall caps – Pending future discussion and proposals.

N. Status on current and/or upcoming projects, inspections, events and correspondence.

1. Summer BBQ Date – to be determined
2. Irvine Company Unauthorized Painting of Perimeter Wall – in review with Legal Counsel.
3. Newsletter – No newsletter will be implemented.
4. Tree removals along Hicks Canyon Wash by the City – in review.
5. Garage Sale – Approval given and in process of implementation.
6. Gate Code Changes – Effective July 1, 2017 with notification to membership via email blast and insert in the June billing for July Assessments.
7. Summer Patrol Hours – In effect beginning Friday, June 2, 2017 through Monday, September 4, 2017 (7 days week/9PM-1AM).

VIII. CORRESPONDENCE

Reviewed.

IX. SUMMARY OF ACTION TAKEN - Listing

Reviewed.

X. NEXT MEETING ANNOUNCEMENT


The next Board meeting is scheduled for Tuesday, July 11, 2017 at 24 Sonrisa at 6:30 p.m., beginning with the Executive Session and General Session meeting immediately following, or at 7:00p.m.

XI. 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 8:46 PM.

ATTEST

~~Secretary~~


VICE PRESIDENT

Date

7/11/2017