

**CANYON CREEK HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING**

August 10, 2021

REGULAR SESSION MINUTES

NOTICE OF MEETING

Upon notice duly given and received, a general session meeting of the Board of Directors of the Canyon Creek Homeowners Association was held at 37 Sonrisa and via Zoom teleconference on August 10, 2021.

ATTENDANCE

Directors Present: Don Flick, President
Ken Fairbanks, Vice President
Ralph Annunziata, Secretary
Carlos Martinez, Treasurer
Ann Marie Simmons, Member at Large

Representing Mgmt: Jamie Hackwith, CMCA, AMS, PCAM

CALL TO ORDER

A quorum was present, and President, Don Flick, called the meeting to order at 7:00 PM.

GUESTS AND COMMITTEE CHAIRPERSON PRESENT

Ginny Davenport, Landscape Committee Chair, Shelley Armstrong, Ruth Ann Evans and Sunny Noh, Architectural Committee

There was a total of four (4) homeowners in attendance

EXECUTIVE SESSION DISCLOSURE

An announcement was made indicating that the Board met in Executive Session prior to the Regular Session portion of the meeting to discuss delinquencies, hold hearings for non-compliance matters, contractual, personnel and legal issues as permitted by California law.

HOMEOWNER FORUM

There were four (4) homeowners present. The following issues were brought before the Board:

- Pool area renovation project

MINUTES

A motion was made, seconded, and carried unanimously to approve the Minutes from the July 13, 2021 regular session meeting, as presented.

TREASURER'S REPORT

The Board reviewed the un-audited financial statement prepared by Management:

A. July 31, 2021 – Bank Balances

Operating Account	\$42,525.99
Reserve Account	\$806,168.00
Outstanding aging	\$1,290.00

A motion was made, seconded, and carried unanimously to accept the treasurer's reports for July 31, 2021.

INVESTMENT MATURITY DATES

Nothing this period.

RESERVE STUDY

The Board reviewed the draft Reserve Study dated July 8, 2021 completed by Association Reserves. Per the Reserve Analyst, the Association shall be 80.5% funded as of January 1, 2022 and is recommending that the Association maintain your Reserve contributions at \$8,708 per month in 2022.

A motion was made, seconded, and carried unanimously to table discussion pending review of the revised Reserve Study during the September 14, 2021 meeting.

BANKING

The Board discussed the status of the action taken at the May 11, 2021 meeting to move all but \$50,000 from the Pacific Western Bank checking. Management has confirmed that the funds have been transferred per the Board's approval. **No motions were made.**

AT&T GIFT CARD

The Board discussed the status of the gift card to be sent to Ken Fairbanks in the amount of \$200, which was an offer from the company to open a new account with them. Ken noted that he received the gift card and will be cutting a check back to the Association. **No motions were made.**

DELINQUENCY REPORT

LIEN APPROVALS None this month

FORECLOSURES None this month

ANNUAL CALENDAR

REVIEW OF THE ANNUAL CALENDAR

The Board reviewed the annual calendar and discussed upcoming items of business, including: Review the Draft Budget, rototill the tot lot sand if needed, Tree Trimming Balance of Trees (proposals obtained in June), approve a tax and audit bid, set a date for the Halloween Party, approve asphalt Bid **No motions were made.**

COMMITTEE REPORTS

40TH YEAR ANNIVERSARY

Chairperson: Ann Marie Simmons

1. Ann Marie gave the report.
2. Ann noted that she has invoices for the purchase of signs and t-shirts and will be submitting them to management for reimbursement.

No motions were made.

ARCHITECTURAL COMMITTEE

Chairperson: Shelley Armstrong, Ruth Ann Evans and Sunny Noh were all present

1. The Board reviewed the Architectural Progress Report. **No motions were made.**
2. The Board met with all three members of the Architectural Committee to discuss various architectural matters, including
 - a. Electric vehicle charging stations
 - b. Artificial turf

**ARCHITECTURAL
COMMITTEE**

continued..

- c. Ground cover material
- d. ADU's
- e. Conditional approvals
- f. Applications submitted by non-members.

**COMMUNITY
FACILITIES
COMMITTEE**

Chairperson: Ken Fairbanks

1. Ken noted that a few lights have gone out at the tennis court. Proposals are pending.

A motion was made, seconded, and carried unanimously to authorize up to \$12,000 for replacement of all tennis court lights and re-painting of the light poles. To be coded to the Lighting Reserve fund.

**LANDSCAPE
COMMITTEE**

Chairperson: Ginny Davenport

1. Landscape Committee Report (Ginny Davenport gave the report). Ginny asked if the Board could make time to schedule a meeting next week with Matt Davenport of Monarch Environmental. Ginny will discuss possible dates with Mr. Davenport and report back to the Board.
2. Review of the punch list and weekly landscape reports
3. Park West Proposals:
 - a. Remove and stump grind the Brazilian Pepper tree located behind the pool at a cost of \$1,390.00
 - b. Install a 36" box tree (Coast Live Oak) to replace the Brazilian Pepper Tree behind the pool area at a cost of \$830.00

A motion was made, seconded, and carried unanimously to deny items a and b.

- c. Remove two trees (1 across from 1 La Dera and another by 20 Vispera) at a cost of \$1,690.00.
- d. Install a 24" box Liquidambar tree to replace the dying Liquidambar across from 1 La Dera at a cost of \$315.00.

A motion was made, seconded, and carried unanimously to approve items c and d at a total cost of \$2,005.00.

- e. Remove three trees (1 at Sonrisa West Entry, 1 across from 1 Tamizar and 1 across from 9 Tamizar) at a cost of \$3,120.00.
- f. Replace the existing two leaning Eucalyptus trees and one damaged Liquidambar tree with fungus all located along Tamizar turf area. Replace Camphor tree in the planter inside the gate area at west Sonrisa entrance with Multi Trunk Coast Live Oak at a cost of \$1,480.00.

A motion was made, seconded, and carried unanimously to table discussion of items e and f pending additional clarification from Park West Landscape.

**LANDSCAPE
RENOVATION
COMMITTEE**

Chairperson: Don Flick

1. Pool & Greenbelt Renovation 2021/2022 - The Board discussed the timeline for repayment of the special assessment

A motion was made, seconded, and carried unanimously to allow for a 2-year payback option.

**SOCIAL
COMMITTEE**

Chairperson: Geraldine Chinarian and Sam Chinarian

There were no items brought before the Board this month

**40-YEAR
STRATEGIC
PLANNING
COMMITTEE**

Chairperson: John Davenport

There were no items brought before the Board this month

**WELCOMING
COMMITTEE**

Chairperson: Don Flick

There were no new homeowners in month of July. No motions were made.

DISCUSSION ITEMS:

None this month

NEW BUSINESS

**GROUND SQUIRREL
CONTROL**

The Board reviewed the proposal submitted by Accurate Pest Control to provide once monthly ground squirrel control service at an initial cost of \$350.00 plus \$114.00 per month.

A motion was made, seconded, and carried unanimously to approve the proposal.

**POOL HOUSE -
TERMITE REPORT**

The Board reviewed the termite report completed by Accurate Termite and a proposal to treat the termites and complete wood repairs at the Pool building at a cost of \$1,485.00.

A motion was made, seconded, and carried unanimously to deny the proposal.

NEXT MEETING

The next Board of Directors Meeting is currently scheduled for Tuesday, September 14, 2021 at 29 Sonrisa, Irvine CA 92620 and via Zoom teleconference. The Executive Session Meeting to begin at 6:00 PM and the General Session Meeting immediately following, or by 7:00 PM.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting adjourned at 8:52 PM.

ATTEST:

Board Member Signature

Date

9/15/21