

Crown Valley Highlands Community Association
Minutes for the Board of Directors Meeting Held on
Tuesday, June 18, 2024, at 7:00PM
Meeting held at the Clubhouse - 23372 Niguel Road, Laguna Niguel, CA
Approved 7/16/2024

BOARD MEMBERS PRESENT

Marc Winer, Chester Siembab, and Derek Powell.

BOARD MEMBERS ABSENT/EXCUSED

Absent: Chris Archuleta and Kevin Kirk.

MANAGEMENT PRESENT

Esteban Rodriguez with Huntington West Properties, Inc.

CALL TO ORDER:

The regular Board of Directors meeting was called to order at 7:05 pm by Board President, Marc Winer.

HOMEOWNER DISSCUSSION AND CORRESPONDENCE:

No homeowners present at the meeting.

ARCHITECTURAL REQUEST APPLICATIONS REVIEWED BY THE BOARD

Architectural Committee: The architectural committee was not present to provide an oral report on recent architectural application requests.

The Board of Directors reviewed all other architectural applications approved by the architectural committee via online the owner's portal.

MINUTES

The Board reviewed the minutes for the Board of Directors meeting held on May 21, 2024, along with the minutes for the executive meeting held on May 21, 2024.

A motion was made by Chester Siembab to approve the regular meeting minutes held on May 21, 2024, with no corrections. The motion was seconded by Derek Powell. All in favor, motion carried.

A motion was made by Chester Siembab to approve the executive minutes for the meeting held on May 21, 2024, as presented. The motion was seconded by Derek Powell. All in favor; motion carried.

FINANCIAL REPORT

The Board reviewed the financial statements for the month of May 2024.

The Board directed the property manager to renew the \$300,000 CD that matured on May 31, 2024. Two CDs are to be purchased that include the following:

1. \$100,000 at the best available interest rate.
2. \$200,000 at the best available interest rate.

Marc Winer suggested changing the clubhouse rental form to allow for charges to be paid through the monthly statement instead of check or money order. The property manager is to check with Rhoberta Paz for possible revisions to the clubhouse rental guidelines.

A motion was made by Derek Powell and seconded by Chester Siembab to approve the financial statements as presented. All in favor, motion carried.

MANAGEMENT REPORT

The Board reviewed the 2024 Calendar for the month of June 2024. The Board directed the property manager to have a work order issues to Soto Landscape for inspection of the concrete swales.

In addition, the Board reviewed the work order detail report included in the June 2024 meeting packet. The property manager is to confirm the official start date for Brian's Pool Plastering project.

The property manager provided an update on the annual election meeting for 2024. The candidate applications were mailed out to the membership on May 02, 2024. The nomination period ends on July 31, 2024.

All other reports reviewed with no issues or concerns discussed.

OLD BUSINESS

New Monument Sign: The Board of directors discussed the completion of the new monument sign. The installation was reported as a success.

Pickleball Court Striping: The Board discussed the completion of the striping of two new pickleball courts in the athletic field. The project was reported as a success.

Chain Link Fence Installation Around Pickleball Court: The Board of Directors reviewed the proposals for installation of a chain link fence around the pickleball courts. This agenda item was tabled by the Board.

No other old business or projects to discuss.

NEW BUSINESS

Proposed Policy for Association Video Cameras: The Crown Valley Highland Board of Directors reviewed the proposed policy prepared by Fiore, Racobs & Powers regarding the association video cameras. The Board agreed to remove the additional optional language and proceed with option two on the proposed policy. Chester Siembab made a motion to approve the proposed policy as drafted by the attorney with the selected options to be sent to the association membership for the 30-day comment period. The motion was seconded by Marc Winer. All in favor; motion carried.

Correspondence & Emails: The Board reviewed all homeowner correspondence found in the June 2024 Board of Directors packet.

The Board reviewed the email received by Carlos Maynetto regarding the removal of the unauthorized stairs on the balcony. The Board agreed to allow an extension for the removal of the staircase.

No other questions or concerns discussed regarding the homeowner correspondence.

COMMITTEE REPORTS:

Landscape: The Board reviewed the landscape report submitted by Soto Landscaping.

Facilities: No issues reported regarding the common area facilities. Derek Powell provided the manager with a clubhouse form for unit 29472 Thackery Drive.

Newsletter Articles: An article is to be included in the next newsletter informing homeowners on the plastering project start date.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 07:45pm

The next meeting is scheduled for Tuesday, July 16, 2024, and will be held at the clubhouse at 7pm.
Executive session scheduled to start at 06:15PM.

Secretary's Certificate:

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Esteban Rodriguez
Esteban Rodriguez
Acting Secretary

Approved Date