

Crown Valley Highlands Community Association

Minutes for the meeting conducted on

September 8, 2015

Board Members Present

Marc Winer, Chris Archuleta, Robin Matlock and Woody Clements.

Call to Order

The monthly meeting was called to order at 7:00 PM.

Homeowner Discussion

Mrs. Hernandez of 29221 Kensington requested a 90 day extension for exterior wood repairs on her home. The Board approved the request.

Ms. Bruno, the owner of 29555 Kensington was present at the meeting.

Minutes & Financial Report

A motion was made by Mr. Clements, 2nd by Mrs. Matlock to approve the August 2015 meeting minutes as submitted. All in favor, motion carried.

The Board tabled the review of the August 2015 financial statements.

Committee Reports

Architectural Committee

The Board reviewed and approved a Home Improvement application from the owner of 29381 Troon Street for the installation of solar panels on the roof.

The Board reviewed and approved a Home Improvement application from the owner of 29382 Kensington for the replacement of the roof.

The Board reviewed and approved a Home Improvement application from the owner of 29271 Kensington for the installation of new windows.

Facilities Committee

It was noted that Alan Smith had completed the removal and replacement of certain sections of damaged concrete walkway at the clubhouse parking lot.

Communications Committee

No report.

Landscape Committee

Ms. Matlock updated the Board on the efforts of the Landscape Committee.

The Board reviewed the monthly report from the Soto Company.

A motion was made by Mr. Clements, 2nd by Ms. Matlock to approve a tree trimming and selective removal budget not to exceed \$26,554.00. All in favor, motion carried.

Management Report

The manager updated the Board on the accounts receivable.

The Board reviewed the September 2015 Calendar.

A motion was made by Mr. Winer, 2nd by Mr. Clements to charge-off CVH-419-02 as a non-collectable account. All in favor, motion carried.

Old Business

None.

New Business

A motion was made by Mr. Clements, 2nd by Mr. Archuleta to approve the 2016 budget without increasing the assessment amount. All in favor, motion carried.

A motion was made by Mr. Clements, 2nd by Mr. Winer to approve the bid from Robert Owens, CPA to perform the 2015 State and Federal Taxes and the annual review. All in favor, motion carried.

It was noted that Personal Touch Cleaning raised their fee by 3%.

Adjournment

There being no further business before the Board, the meeting was adjourned at 7:50 PM.

Submitted by:

Jack L. Williams
Acting Secretary