

Crown Valley Highlands Community Association
Minutes for the meeting conducted on
January 21, 2020
23372 Niguel Rd. Laguna Niguel, CA
Approved

A final attempt was made to hold the Annual Meeting. Insufficient quorum of 89 votes was received. 25% is required. Board will appoint officers to the Board to fill vacancies.

BOARD MEMBERS PRESENT

Marc Winer, Derek Powell and Mike Ansar.

Election of Officers: Kevin Kirk and David Thompson were appointed to serve a term of two years on the Board of Directors. Motion to appoint was made by Derek Powell, motion was 2nd by Marc Winer. All in favor, motion carried.

CALL TO ORDER-Architectural Session

The architectural session was called to order at 6:30 PM.

- 29112 Ridgeview Drive –solar panel installation
- 29245 Kensington Drive-Home addition per submitted plans.

Adjournment of Architectural Session -6:45pm

Executive Session 6:45pm-7:00pm- Separate minutes

BOARD MEETING CALL TO ORDER -7:00pm

BOARD MEMBERS PRESENT

Marc Winer, Derek Powell, Mike Ansar, Kevin Kirk and David Thompson.

MANAGEMENT PRESENT

Bonnie Atkinson, CACM with Huntington West Properties, Inc.

APPOINTMENT OF OFFICERS- 2020 term

President: Marc Winer

Vice President: Derek Powell

Secretary: David Thompson

Treasurer: Kevin Kirk

Member at Large: Mike Ansar

Homeowner Discussion

The Board reviewed the email from a homeowner regarding access to the fenced grass area from the walking path to owners of CVHCA and access for disabled individuals. The manager will respond to the homeowner that the fencing of the grass area on three sides was done to protect the Association from liability concerns with neighboring communities using the grass area that is owned exclusively by the Crown Valley Highland Community Association (CVHCA), for personal use, bounce houses, sport use and other activities. The Association has provided reasonable accommodations and access to all CVHCA community members from the front entry to the grass area that has ample parking,

including handicap parking. In addition, the Board agreed that signs will be ordered that CVHCA is a private community to post outside the fence area.

MINUTES & FINANCIAL REPORT

A motion was made by Director Kirk, 2nd by Director Ansar to approve the November 19, 2019 meeting minutes as submitted. All in favor, motion carried.

A motion was made by Director Kirk, 2nd by Director Winer to approve the November 19, 2019 Executive minutes as submitted. All in favor, motion carried.

COMMITTEE REPORTS

Landscape

Tree trimming has been delayed by Harvest Landscape due to rains and schedule changes. Tree trimming will be completed in early February.

The Association Slope Maintenance policy was signed by the Secretary and has been formally adopted. This will be enforced on future inspections.

Facilities

Discussion regarding the storage of past association paperwork and board packets dating back over 20 years that is being stored in the clubhouse storage. The Board unanimously agreed that the management firm holds all legally required paperwork and Mr. Winer will arrange for the shredding of the documents through a free service offered by the City of Laguna Niguel.

MANAGEMENT REPORT

Delinquent Accounts: The manager submitted the updated accounts receivable report. A lien will be considered in the business portion of the meeting.

The Board reviewed the Calendar for the month of January. No action needed.

The Board reviewed the Inspection and Workorder logs. No action needed

BUSINESS

The Board reviewed the bid from Three Phase Lighting for the installment of a light (18 watt 3000 Kelvin LED flood light) at the new monument sign at the facilities entrance. Electrical line will be run from the common lighting and there is a warranty of 5 years. The proposed cost was \$1980.00. A motion was made by Director Kirk, 2nd by Director Ansar to approve the bid as presented. All in favor, motion carried.

The Board approved a lien to be placed on Assessors Parcel Number APN655-061-51. A motion was made by Director Winer, 2nd by Director Powell to approve the lien. All in favor, motion carried.

The Board reviewed the bid from Fiore, Racobs and Powers to submit revised Election Rules based on the required changes for SB323. A motion was made by Director Kirk, 2nd by Director Thompson to approve the proposed cost of \$600.00 as presented. All in favor, motion carried.

At this time, Board member, Derek Powell, left the meeting due to personal reasons.

Homeowner, Tim Bardwell will reschedule a meeting in 2020 for the OCFA presentation to the community in regards to Emergency Preparedness for CVHCA. The assigned presenter was not available for the meeting scheduled for January 21, 2020.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:55pm.
Secretary's Certificate:

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

Bonnie Atkinson

Name, Secretary or Acting Secretary

February 18, 2020
Approved date