

**Crown Valley Highlands Community Association**

Minutes for the meeting conducted on

February 18, 2020

23372 Niguel Rd. Laguna Niguel, CA

Approved

**BOARD MEMBERS PRESENT**

Marc Winer, David Thompson and Mike Ansar

**MANAGEMENT PRESENT**

Bonnie Atkinson, CACM with Huntington West Properties, Inc.

**CALL TO ORDER:** 7:00pm by Director Winer

**Architectural-Approved by Board**

29132 Kensington Drive- Replace existing wood fence with masonry slump stone fence along the property line shared with 29122 Kensington Drive and between 29111 Abotsinch St.

23491 Porter Circle- The board reviewed the application for new homeowner improvements: Replace siding with hardi panel siding on house and chimney. Paint siding, garage door and columns white; replace cedar planks about the garage with same product. Replace front door with a new Dutch door. Replace exterior lights.

**MINUTES & FINANCIAL REPORT**

A motion was made by Director Thompson, 2<sup>nd</sup> by Director Ansar, to approve the January 21, 2020 meeting with the addition of Director Powell leaving the meeting early due to personal reasons.

All in favor, motion carried.

A motion was made by Director Thompson, 2<sup>nd</sup> by Director Ansar to approve the January 21, 2020, Executive Session minutes as submitted. All in favor, motion carried.

The Board reviewed the current financial statement for the month ending January 31, 2020. A motion was made by Director Winer, 2<sup>nd</sup> by Director Thompson to approve the financial statements, pending final review by CPA. Current cash balance as of January 31, 2020 was \$1,197,362.70. All in favor, motion carried.

CD Review: A cd in the amount of 200K will mature on 3/14/20. The manager was approved to move forward with the purchase of a CD for a period of 1 year at the best rate possible, once it mature.

**COMMITTEE REPORTS**

**Landscape**

Harvest Landscape is currently trimming the trees in the community and should be done by the end of February. Landscape Committee chairman, Robin Matlock, has been overseeing the quality of the trimming.

**Facilities**

The manager reported that Three Phase Electric has not completed the replacement of the new irrigation pedestal on Lochlmond Drive and she is waiting for an install date for the lighting at the new monument sign.

A motion was made by Director Winer, 2<sup>nd</sup> by Director Ansar, to appoint Derek Powell as the Facilities chairperson going forward. All in favor, motion carried.

**MANAGEMENT REPORT**

The Board reviewed the 2020 Calendar for the month. No action required.

The Board reviewed the inspection and Workorder logs.

**BUSINESS**

The Board reviewed the revised Election Rules presented by legal counsel that reflect the new SB323 law. The new election rules will supersede any bylaw contradictions. A motion was made by Director Thompson, 2<sup>nd</sup> by Director Winer, to approve the presented Election Rules with corrections to number of homes. All in favor, motion carried. The corrected approved rules will be mailed to owners for final review and will be on the agenda for the April 21, 2020 agenda for final adoption.

The Board reviewed the email submitted by Director Powell to the manger stating that at this time he will not be attending the board meetings. Per the bylaws, a board member may be released from the Board of Directors if they do not attend three consecutive meetings. No further action at this time.

**HOMEOWNER DISCUSSION & CORRESPONDENCE REVIEW**

No homeowners present at meeting

**ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 8:09PM

Secretary's Certificate:

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

*Bannie Atkinson*

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Name, Secretary or Acting Secretary

March 9, 2020  
Approved date