

**Crown Valley Highlands Community Association**

Minutes for the meeting conducted on

March 9, 2020

23372 Niguel Rd. Laguna Niguel, CA

Approved

**BOARD MEMBERS PRESENT**

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

**MANAGEMENT PRESENT**

Bonnie Atkinson, CACM with Huntington West Properties, Inc.

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

**Architectural-Approved by Board**

32512 Lochlmond Drive- Window replacements with dual pane windows.

29181 Kensington Drive- Wood siding repair above the garage door and instalment of a tankless water heater in garage.

**MINUTES & FINANCIAL REPORT**

A motion was made by Director Thompson, 2<sup>nd</sup> by Director Winer to approve the February 18, 2020 meeting minutes. Director Kirk and Director Powell abstained due to absence. Motion carried.

A motion was made by Director Thompson, 2<sup>nd</sup> by Director Winer to approve the February 18, 2020 Executive session meeting minutes. Director Kirk and Director Powell abstained due to absence. Motion carried.

The Board reviewed the current financial statement for the month ending February 29, 2020. A motion was made by Director Ansar, 2<sup>nd</sup> by Director Thompson to approve the financial statements, pending final review by CPA. Current cash balance as of February 29, 2020 was \$1,183,657.64. All in favor, motion carried.

CD Review: No action needed at this time

**COMMITTEE REPORTS**

Landscape

A landscape walk will be scheduled for mid-April. A date has not been determined yet.

Facilities

The manager reported that Three Phase Electric has scheduled the replacement of the new irrigation pedestal on Lochlmond Drive for the 2<sup>nd</sup> week of April.

**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 bids submitted for election service of the 2020 Annual Meeting. The management can no longer perform this due to restrictions in 2020 SB323 law. A motion was made

by Director Ansar to approve the bid presented by HOA election Professionals at a cost of \$3455.00. Motion was 2<sup>nd</sup> by Director Kirk. Director Powell opposed. Director Winer and Director Ansar in favor. Motion carried.

The Board reviewed the bid submitted by BBQ Galore for the installment of a 12'4" BBQ grill island to replace the original island. The manager and two Board members met on site with Richard Dulin, store director of BBQ Galore. The island will be a gas 38" BBQ grill with gas timer, double door storage, 15" sink. Granite top. The cost of the system is \$13,408.69. The association will have to remove the existing island, install a gas line and update water line for sink. There is a 3 year warranty on the island and grill. A motion was made by Director Powell to approve the bid as presented. Motion was 2<sup>nd</sup> by Director Thompson. Director Ansar opposed. Majority in favor, motion carried.

Director Ansar submitted bids for the clubhouse remodel that he received from two firms. After discussion, it was agreed that all bids for the interior of the clubhouse renovation will be tabled till year end when bids will be updated for consideration. Director Ansar, did not approve the tabling of the bids.

### **HOMEOWNER DISCUSSION & CORRESPONDENCE REVIEW**

No homeowners present at meeting

#### Account Review

A number of accounts are currently in arrears. Pre-liens will be done in April for all accounts not current.

### **ADJOURNMENT**

There being no further business before the Board, the meeting was adjourned at 7:35PM

NOTE: Director Mike Ansar stated that he would be resigning from the Board after this meeting. He will be sending the manager and letter of resignation.

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*

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Name, Secretary or Acting Secretary

June 16, 2020

Approved date