

Crown Valley Highlands Community Association

Minutes for the meeting conducted on

October 20, 2020

23372 Niguel Rd. Laguna Niguel, CA

Approved

First attempt of the Annual Meeting was unsuccessful.

The meeting was adjourned till November 17, 2020 at 3:00 PM on Zoom

BOARD MEMBERS PRESENT

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

MANAGEMENT PRESENT

Bonnie Atkinson, CACM with Huntington West Properties, Inc.

CALL TO ORDER:

7:00pm by Director Winer

Architectural-Approved by Board

- 23281 Cheswald Drive- Solar panels on the roof of the home.
- 29392 Kensington Drive-Painting of home with Vista Paint colors.
- 29131 Kensington Drive- Painting of home with Vista Paint colors.

HOMEOWNER SESSION

None

MINUTES & FINANCIAL REPORT

A motion was made by Director Thompson, 2nd by Director Powell to approve the September 15, 2020 meeting minutes. All in favor, Motion carried. Director Kirk abstained.

A motion was made by Director Thompson, 2nd by Director Powell to approve the September 15, 2020 Executive session meeting minutes. All in favor, Motion carried. Director Kirk abstained.

The Board reviewed the current financial statements for the month of September 2020. A motion was made by Director Winer, 2nd by Director Thompson to approve the financial statements, pending final review by CPA. Current cash balance as of 9/30/20 was \$1,201,098.66. All in favor, motion carried.

The Board approved the reallocation of the reserves to meet the recommendations of the reserve study.

CD Review: The next CD to mature is 11/27/20 for 250K.

COMMITTEE REPORTS

Landscape

A tree walk was recently completed with Harvest Landscape. The arborist confirmed that the large Coral Tree on the corner of Niguel and Highland is aged and dying and will need to be removed. A 2nd opinion will be gained and bids will be obtained for the November meeting.

Facilities & Clubhouse

The manager met with two painting firms to obtain bids for painting of the clubhouse interior and the BBQ area. Bids will be reviewed at the November meeting.

MANAGEMENT REPORT

The Board reviewed the 2020 Calendar for the month.

The Board reviewed the inspection and Workorder logs.

The delinquency report was reviewed by the Board. Six accounts will be pre-liened for balances exceeding 90 days.

BUSINESS

The Board reviewed the bid from Orange County Fence for the closing of the grass area. Bid was tabled till the November meeting.

The manager is waiting for a bid from Hills Bros for the cost of installing a fob entry in the fence gate.

The Board reviewed three bids for the placement of two Pickleboard court in the current grass area of the park area.

- Quickel Paving- \$54,995.00
- El Camino Paving \$38,046.00
- Patriot Paving \$44,510.00

All bids were tabled till the November meeting for further review. Bids will also be obtained for the asphalt and slurry of the parking area and asphalt walkways.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:45PM

The next meeting is November 17, 2020 at the clubhouse.

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

November 17, 2020
Approved date