

Crown Valley Highlands Community Association

Minutes for the meeting conducted on

February 16, 2021

Approved March 16, 2021

The meeting was held on Zoom due to the current pandemic
Zoom /ID: 82002098574

BOARD MEMBERS PRESENT

Marc Winer, Derek Powell, Chester Siembab, 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

29722 Preston Drive- Painting of home

HOMEOWNER SESSION

Terri Bruno came to the meeting regarding the concern for a few large trees in her neighborhood. Homeowner will send pictures to the manager.

MINUTES & FINANCIAL REPORT

A motion was made by Director Kirk, 2nd by Director Powell to approve the January 19, 2021 meeting minutes. All in favor, Motion carried.

A motion was made by Director Kirk, 2nd by Director Powell to approve the January 19, 2021 executive session meeting minutes. All in favor, Motion carried.

The Board reviewed the current financial statements for the months of January 2021. A motion was made by Director Winer, 2nd by Director Powell to approve the financial statements, pending final review by CPA. Current cash balance as of 1/31/21 was 1,212,083.63. All in favor, motion carried.

CD Review: A CD matures on 3/2/21 in the amount of \$250,000. The Board approved the re-investment for a term of 6 months.

COMMITTEE REPORTS

Landscape

There is a tree in the park area on Niguel Road that is lifting the curb and must be removed as the City of Laguna Niguel is roadway rehabilitation project in late February. The manager will speak with the landscape chairperson and have Soto Landscape remove the tree and grind the roots.

The Landscape Chairman (Robin) has requested approval for two Chinese Elms box trees to be planted in the Balloch Park area by Soto Landscape. There are a few trees that will require removal due to age next year and she would like to have new trees in place. This was approved by the Board.

Facilities & Clubhouse

The Board reviewed the facility reserve spending report from the manager regarding updates on current project including the painting of the clubhouse, trail and clubhouse asphalt, pickle ball and basketball courts, and installment of the gate reader system for the grass area which has now been installed.

The painting of the courts and placement of the nets and basketball hoop will begin in late February. At that time, the grass area will be closed and chain locked until the courts are completed.

Director Powell stated that he has concerns regarding the use of the new BBQ and the control of the gas line access. A shut off switch or other options will be discussed further at the March 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. Trustee action will be taken in executive session.

Two other accounts will be pre-liened for arrears on their accounts exceeding 120 days.

BUSINESS

The Board reviewed the bids for the replacement of 4 light poles in the clubhouse parking lot.

Bills were tabled till the March Meeting.

The Board reviewed three bids for the painting of the pool wrought iron fences and three grass area BBQ's. A motion to approve the bid from Premier Painting, who recently completed the clubhouse painting at a cost of \$4,800.00, was made by Director Kirk. Motion was 2nd by Director Siembab. All in favor, Motion carried.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:56PM

The next meeting is March 16, 2021. This will be held in the clubhouse with protocols in place.

Agenda Items:

Pole light replacement

Meter cabinet on Niguel replacement

Covid Pool rule review

Election service bids for the 2021 Election

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

March 16, 2021

Approved date