

Crown Valley Highlands Community Association
APPROVED Minutes for the meeting conducted on
February 15, 2022 at 7:00PM
Meeting held at the Clubhouse-23372 Niguel Road, Laguna Niguel

BOARD MEMBERS PRESENT

Marc Winer, Chester Siembab, Derek Powell, David Thompson and Christopher Archuleta.

MANAGEMENT PRESENT

Bonnie Atkinson, CACM with Huntington West Properties, Inc.

CALL TO ORDER:

7:00pm by Director Winer

Architectural-Approved by Board

- 29641 Quigley –Paint home in Vista Paint colors
- 29142 Ridgeview –replace driveway with paver system, replace steps up to the home.
- 29461 Thackery Drive-replacement of fence and gate with white vinyl gate

HOMEOWNER SESSION

None present

MINUTES & FINANCIAL REPORT

A motion was made by Director Powell, 2nd by Director Siembab to approve the January 18, 2022, meeting minutes. All in favor, Motion carried.

The Board reviewed the current financial statements for the month of January 2022. A motion was made by Director Thompson, 2nd by Director Powell, to approve the financial statements, pending final review by CPA. Current cash balance as of 1/31/22 was 1,286,904.27.
All in favor, motion carried.

CD Investment review – Three CD's are maturing this month s with Wells Fargo Advisors totaling 500K. The Board approved the following investments: 200K at 3 months, 200K at 6 months and 100k at 9 months. A motion was made by Director Thompson, 2nd by Director Siembab. All in favor, motion carried.

MANAGEMENT REPORT

The Board reviewed the 2022 Calendar for the month. No action needed.

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

The delinquency report was reviewed by the Board. The following owners were approved for legal action due to arrears on their account more than 60 days. Noted by lot number:

- ❖ Lot#65509424 on Buckhaven
- ❖ Lot #65507217 on Colebrook
- ❖ Lot 65502143 on Felton
- ❖ Lot#65512110 on Abotsinch
- ❖ Lot#65509208 on Tierree.

A motion was made by Director Siembab, 2nd by Director Thompson to approve to move forward with sending the accounts to Capital Assessment for collection action. All in favor, Motion carried.

BUSINESS

Facilities & Clubhouse

The vendor for the bid for surveillance cameras at the pool will be at the March 15, 2022 meeting.

Slope Policy

The Board reviewed the revised slope policy for the Association in regards to owners back and side slopes. A motion was made by Director Powell, 2nd by Director Archuleta to approve the policy as submitted. All in favor, Motion carried.

Update: Overgrown area behind the Lochlomon homes

There has been no response from Toll Bros. regarding the maintenance of the property after two letters have been sent. The Board agreed to forward all correspondence to legal counsel for review and further action.

2022 Revised Election Rules

The Board reviewed the revised 2022 election rules due to civil code changes. A draft copy was prepared by legal counsel. A motion was made by Director Winer to approve as presented and mail to owner for review and approval at the March meeting. Motion was 2nd by Director Powell. All in favor, Motion carried.

2022 Election Service Contract

The Board reviewed the submitted bids for conducting the annual election on November 15, 2022. The Board is hoping to do a vote by Acclamation to avoid the extra cost of balloting mailing.

A motion was made by Director Winer, 2nd by Director Thompson to approve to bid presented by HOA election Professionals. All in favor, Motion carried.

Buckhaven Park Sidewalk Repair

The Board reviewed the submitted bids for replacement of a 31X5' section of sidewalk that had lifted and cracked due to tree roots. A motion was made by Director Powell 2nd by Director Thompson to approve to bid presented by Landis William Construction on the amount of \$2990.00. All in favor, Motion carried.

The manager requested that the Board not meet in the month of May to allow her to go on a vacation during that time. The Board agreed they would not hold a May meeting to accommodate the manager.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 6:35PM

The next meeting is March 15, 2022 and will be held 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.

Bannie Atkinson

Name, Secretary or Acting Secretary

March 15, 2022
Approved date