

**Crown Valley Highlands Community Association**  
Minutes for the meeting conducted on  
July 19, 2022 at 7:00PM  
Meeting held at the Clubhouse-23372 Niguel Road, Laguna Niguel

**BOARD MEMBERS PRESENT**

Marc Winer, Chester Siembab, and Derek Powell.

Absent: David Thompson and Chris Archuleta

**MANAGEMENT PRESENT**

Bonnie Atkinson, CACM with Huntington West Properties, Inc.

**CALL TO ORDER:**

7:08pm by Director Winer

**Architectural-Approved by Board**

- 29502 Colebrook- Roof replacement
- 29041 Ridgeview- Garage Door replacement
- 29571 Preston-Roof replacement
- 29412 Kensington- Solar on home

**HOMEOWNER SESSION**

Concerns regarding Eucalyptus trees in the community, both on HOA property and on homeowner lots. A homeowner shared information with the Board regarding how to make homes more fire safe that will be shared with other owners in the community via email. This will also be shared in the next October newsletter.

A homeowner on Troon was present to discuss unresolved fob issues with the management firm. The manager will contact the owner tomorrow to assist in resolving the concerns.

**MINUTES & FINANCIAL REPORT**

A motion was made by Director Siembab, 2<sup>nd</sup> by Director Powell to approve the June 21, 2022 minutes. All in favor, Motion carried.

A motion was made by Director Siembab, 2<sup>nd</sup> by Director Powell to approve the June 21, 2022 executive minutes. At this meeting, a foreclosure was approved and duly noted in the minutes. All in favor, Motion carried.

The Board reviewed the current financial statements for the month of June 2022. A motion was made by Director Powell, 2<sup>nd</sup> by Director Seimbab, to approve the financial statements, pending final review by CPA. Current cash balance as of 6/30/221258090.02. All in favor, motion carried.

CD Investment review- All is invested at this time. Next renewal will be in August 2022.

**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 Board reviewed the landscape report. Soto Landscape is working on a rebate program for turf removal and drought tolerant planting in the Highland/Niguel park area.

Facilities & Clubhouse

Seabreeze Furniture has delivered the replacement umbrellas for the pool area.

**BUSINESS**

The Board reviewed the bids for electric hand dryer installation in both the men and women’s bathroom. This is being considered due to repeated vandalism of the women’s bathroom. A motion was made by Director Siembab, 2<sup>nd</sup> by Director Powell to approve the bid from Peak Electric at a cost of \$3,328.51. All in favor, Motion carried.

The Board reviewed the recently completed reserve study that shows the association at 99% funded.

The pool rules were reviewed and tabled till the August meeting.

The delinquency report was reviewed by the Board. There are currently 22 accounts in arrears. The manager will proceed on pre-liens on all account in arrears past 60 days with Capital. A motion was made by Director Thompson, 2<sup>nd</sup> by Director Seimbab to move forward with lien approval with Capital Assessment on the following accounts. All in favor, motion carried.

- Parcel ID 65509424 on Buckhaven Drive.
- Parcel ID 65511106 on Kensington Drive.

Overgrown area behind the Lochlomon homes

The manager has contact Orange County Fire Authority due to no communication received from Brittany Duran from Seabreeze Management, the manager of Hillcrest Village Association, the owner of the overgrown area behind Lochlomon. No response has been received to date from OCFA.

**ADJOURNMENT**

There being no further business before the Board, a motion to adjourn the meeting was made by Director Winer. Motion was 2<sup>nd</sup> by Director Archuleta. The meeting was adjourned at 8:21 PM

The next meeting is August 16, 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.

*Bonnie Atkinson*

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Name, Secretary or Acting Secretary

August 16, 2022  
Approved date