

# **Crown Valley Highlands Community Association**

Minutes for the meeting conducted on  
**February 14, 2012**

## **Board Members Present**

Marc Winer, Chris Archuleta, Woody Clements, Robin Matlock and Derek Powell.

## **Call to Order**

The meeting was called to order at 7:00 PM.

## **Homeowner Discussion**

Mr. Park of 29502 Colebrook was present at the meeting and asked about the turf removal project and also mentioned he had observed cracks in the Jarrett path walkway.

Ms. Retz of 29642 Ellendale was present and asked the association to trim the pine trees on the side of her home. It was noted that they were believed to be her trees to maintain. After much discussion, the Board agreed to have the manager go to the city and obtain information on the property lines in order to determine who owned the trees. The Board agreed that if the trees belonged to the association they would have them trimmed.

The Board reviewed correspondence from Mr. Halvert of 29631 Kensington.

## **Committee Reports**

### **Landscape Committee**

It was noted that Harvest Landscape had completed most of the trimming the trees as scheduled.

It was noted that the MNWD representative had inspected the areas where the turf was removed in accordance with the conditions in the Turf Removal Rebate program. The association will proceed with the replanting and then call for the final inspection before the rebate money is given to the association.

### **Pool Committee**

It was noted that Bill West of Wet Willy's Pool Service did not show to the meeting as scheduled.

The Board asked the manager to contact Marcus Pool Service to solicit a bid.

### **Facilities Committee**

It was noted that the pool area lighting work had not been completed. It was noted that we were not able to use the old light fixtures and we had to purchase two new fixtures.

The Board tabled the bids for iron fence repairs and painting and asked the manager to solicit a bid for the replacement of the fence using a decorative chain link fence material.

It was noted that the clubhouse would not be allowed for use by commercial/business companies. It was also noted the clubhouse could not be used for a rummage sale.

Discussion was held with regard to access to the clubhouse. The manager will obtain the key-fob access list from Hill's Brothers so that the list could be audited to determine who has access to the clubhouse and the times that they have access.

It was noted that the Board would arrange for the purchase of new pool furniture as approved.

The Board reviewed copies of the quarterly inspection report from the County of Orange. It was noted that the pool maintenance contractor was made aware of the items that needed to be corrected.

It was noted that the two replacement toddler swings had been ordered as approved.

#### Landscape Committee

It was noted that the replanting and mulching of the areas where the turf was removed would start right away.

#### **Minutes & Financial Report**

A motion was made by Mr. Clements, 2<sup>nd</sup> by Ms. Matlock to approve the January 2012 meeting minutes as submitted. Mr. Clements abstained, all others in favor, motion carried.

A motion was made by Mr. Clements, 2<sup>nd</sup> by Mr. Powell to approve the January 2012 financial statements as submitted, subject to review by the association's CPA. All in favor, motion carried.

#### **Management Report**

The manager updated the Board on the accounts receivable. A motion was made by Mr. Clements, 2<sup>nd</sup> by Mr. Powell to file liens against CVH-020, CVH-044, CVH-219, CVH-251 and CVH-316 for non-payment of their assessments. All in favor, motion carried.

The Board reviewed the annual calendar report for February 2012.

#### **Adjournment**

The meeting was adjourned at 8:05 PM.

Submitted by:

Jack L. Williams  
Acting Secretary