

Crown Valley Highlands Community Association

Minutes for the meeting conducted on
March 13, 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

Ms. Lemay, the owner of 29611 Kensington was present at the meeting to discuss the use of the clubhouse for her business group. The Board noted that the rules do not permit the use of the clubhouse for business purposes. The Board did suggest that she check with the City of Laguna Niguel to see if they could use their new meeting facility.

Mr. Anderson of 29245 Kensington Drive and Mr. Lovegreen of 29422 Kensington Drive were present at the meeting and submitted Home Improvement applications.

Mr. Bruno of 29555 Kensington was present at the meeting.

The Board reviewed a letter from Mr. Retz of 29642 Ellendale in which she had requested mediation to address the trimming of trees next to her home. It was noted the association believes the trees belong to the owner and Ms. Retz believes the trees belong to the association.

The Board reviewed an e-mail from Ms. Thai of 29662 Ellendale in which she was writing to address concerns about a tree that was on an owner's slope at the back of Preston. Ms. Thai stated she was concerned that the tree branch could fall. It was noted that a letter had been sent to the owner of the tree asking them to trim the branch for safety issues.

The Board agreed to have the topic of doggie waste bags on the next agenda.

Committee Reports

Architectural Committee

It was noted that notice the committee and manager performed an inspection of the community prior to tonight's meeting.

Communications Committee

It was noted that notice would be placed in the next newsletter letting the residents know that Wi-Fi is available at the pool area.

Landscape Committee

Ms. Matlock updated the Board on the new planting and tree trimming.

A motion was made by Ms. Matlock, 2nd by Mr. Clements to approve a bid from Harvest Landscape in the amount of \$650.00 to remove one of the large pine trees and grind the stump in the common area at the corner of Felton and Niguel Road. All in favor, motion carried.

Pool Committee

The Board met with Bill West, the owner of Wet Willy's Pool Service to discuss the maintenance and proposed installation of the pool chemical. The Board reviewed Mr. West's bid and after much discussion, the Board asked him to provide an updated bid for the pool chemical enclosure. A motion was made by Mr. Clements, 2nd by Mr. Archuleta to approve an expenditure of \$250.00 to have Mr. West draft plans for a chain-link enclosure and for a block wall enclosure. All in favor, motion carried.

The Board tabled a bid to replace the pool chemical computerized feeders.

Facilities Committee

It was noted that the pool area lighting work had not been completed.

The Board reviewed a bid from A-1 Fence for the removal of the wrought iron fence and replacing it with chain link. The Board asked that the manager have the bid revised for 1" chain-link and for additional bids.

It was noted that the Board had purchased the new pool furniture as approved.

It was noted that one of the two toddler swings had been replaced with a different model seat that would accommodate toddlers.

It was noted that the pool fence at the back side of the wader area needed to be staked and secured.

Minutes & Financial Report

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

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

A motion was made by Mr. Powell, 2nd by Ms. Matlock to close the account at Sunwest Bank and at Smith Barney. All in favor, motion carried.

Management Report

The manager updated the Board on the accounts receivable.

The Board reviewed the annual calendar report for March 2012.

It was noted that the Water Run-Off report that is filed with the MNWD had been completed and signed by the manager and Board President.

The manager will obtain a bid for the slurry sealing of the parking lot and pathways.

Adjournment

There being no further business before the owners in open session, the meeting was adjourned into closed session to discuss collections and items of possible litigation at 8:45 PM.

Submitted by:

Jack L. Williams
Acting Secretary