

Crown Valley Highlands Community Association

Minutes for the meeting conducted on
May 14, 2013

Board Members Present

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

Call to Order

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

Homeowner Discussion

Ms. Pelton of 29432 Troon was present at the meeting and asked about the renovation of the volleyball court and she informed the Board of a dead tree in the common area behind her home.

Ms. Nelson of 29422 was present at the meeting and asked about the status of enforcement by the HOA to have the owner at the corner of Kensington and Jarrett replace the damaged fence at the front and side of the property. It was noted the owner was present and had submitted a Home Improvement application to replace the fence. Ms. Nelson also asked about landscape issues and suggested the association arrange to have a large trash bin placed in the common area to assist owners in disposing of items.

Ms. Bruno of 29555 Kensington was present and noted the annual garage sale would be held on June 8th. Ms. Bruno also suggested additional lighting was needed at the entrance to the clubhouse parking lot and she asked about persons giving swim lessons in the association pool.

Committee Reports

Architectural Committee

It was noted the committee had completed the property inspection prior to the meeting.

Communications Committee

The Board asked the manager to determine the number of hits on the HOA's web-site.

Facilities Committee

It was noted that requests were made for bids for the replacement of the pool fencing using iron fencing and block wall and iron fencing. Mr. Clements also submitted information on Betafence fencing and it was noted a bid would be solicited using that product.

It was noted that installation of the two large up-lights at the Pepper Tree directly to the left of the clubhouse parking had been completed.

Mr. Cerneka donated a volleyball net for the common area volleyball court.

A motion was made by Mr. Archuleta, 2nd by Ms. Matlock to approve a budget of \$1,200 for the installation of a horse-shoe pit. All in favor, motion carried. Mr. Clements will install the horse-shoe pit.

The Board reviewed the routine, quarterly inspection report from the County of Orange of the pool facilities.

Discussion was held with regard to the proposed renovation of the pool area. It was noted an architect should be consulted to design the plans for the pool deck replacement and provide input on upgrades that could be performed at the barbecue area.

It was noted the manager would contact a paint specialist from Dunn Edwards and have her provide recommendations on the color(s) for the repainting of the interior of the clubhouse.

It was noted bids would be solicited for the installation of a heater and air conditioner for the clubhouse.

Landscape Committee

Ms. Matlock updated the Board on the efforts of the committee.

The Board reviewed the monthly report from the Soto Company.

It was noted that Brian Fox would be starting the approved concrete repairs and replacement throughout the community this coming Friday.

It was noted that The Soto Company had removed the dead Pine tree at the end of Troon as approved.

It was noted that a bid had been submitted by Brian Fox to add a slump-stone retaining wall at the end of Troon in the amount of \$1,900.00. The Board tabled the bid and noted they would consider removing some of the soil in the area to avoid the need for the retaining wall.

Minutes & Financial Report

A motion was made by Mr. Clements, 2nd by Mr. Archuleta to approve the April 2013 meeting minutes as corrected. All in favor, motion carried. It was noted that Mrs.

A motion was made by Mr. Clements, 2nd by Mr. Archuleta to approve the April 2013 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, 2nd by Ms. Matlock to file liens against CVH-112, CVH-120 and CVH-260 for non-payment of assessments. All in favor, motion carried.

The Board reviewed the annual calendar report for May 2013.

New Business

A motion was made by Mr. Clements, 2nd by Ms. Matlock to approve the bid from RDA for the annual reserve study in the amount of \$695.00. All in favor, motion carried.

Adjournment

There being no further business before the owners in open session, the meeting was adjourned into closed session to discuss matters of delinquencies at 8:15 PM.

Submitted by:

Jack L. Williams
Acting Secretary