

Crown Valley Highlands Community Association
Approved Minutes for the meeting conducted on
June 13, 2018
23372 Niguel Rd. Laguna Niguel, CA

BOARD MEMBERS PRESENT

Robin Matlock, Marc Winer, Derek Powell, Kevin Kirk and Chris Archuleta

CALL TO ORDER-Architectural Session

The architectural session was called to order at 6:30 PM.

A. Architectural Committee Review

- 29312 Tierce-exterior changes to front window and siding- Approved
- 29232 Tierce-Front landscaping changes to drought tolerant-Approved
- 29282 Bullock-Painting of home exterior-Approved
- 29652 Felton-fence replacement wood to vinyl-Approved
- 29332 Tierce-Painting of home exterior-Approved
- 23492 Bellmar- Painting of home –no application submitted -Cease & Desist

CALL TO ORDER-Board meeting 7:00pm

HOMEOWNER DISCUSSION

The owner of 29741 Preston Drive was present regarding the continued fines for parking of his RV in the community. Homeowner needs to move the RV offsite.

MINUTES & FINANCIAL REPORT

A motion was made by Director Kirk, 2nd by Director Winer to approve the May 9, 2018 regular and executive meeting minutes as submitted. Director Powell and Director Archuleta abstained due to absence at the May meeting. All in favor, motion carried. Executive minutes reflected homeowner request for hearing and legal action.

A motion was made by Director Kirk, 2nd by Director Winer to approve the May 2018 financial statements. Current cash balance as of May 31, 2018 of \$1,076,619.78. All in favor, motion carried.

CD Investments were reviewed. No action at this time.

COMMITTEE REPORTS

Facilities Committee:

Three Phase Electric has not completed the tall pole light replacements. The manager will contact for an update.

Communications Committee:

The next newsletter will be out with the July 2018 billing statement. The Candidate statement applicators should go out the 2nd week of July for the October Annual Meeting

Landscape Committee:

The Board reviewed the email and pictures from 23512 Calverton regarding the V ditch that is behind his home and borders the Seventh Day Adventist School property at 29702 Kensington Dr. A letter will be sent to the school regarding the issue and code enforcement will be contacted.

MANAGEMENT REPORT

Delinquent Accounts: The manager updated the Board on the accounts receivable. No action to be taken at this time

2018 Annual Calendar

The Board reviewed the 2018 Calendar for the month of May 2018.

BUSINESS

Reserve Study bid is needed for the July meeting.

Brian Fox Construction has completed the approved contract for V-ditch repair.

The Proposed Architectural Monetary Fine Policy was reviewed by the Board. This policy will address ongoing issues with homeowners beginning work on their home without approval and not adhering to the conditions of the approval. A motion was made by Director Powell, 2nd by Director Matlock to approve as submitted. All in favor, motion carried. The proposed policy will be mailed to the members for 30 day review and response and be formally approved at the August 14, 2018 meeting.

The Board reviewed the bid from Vasin Sign Company to create a map of the community showing addresses and clear streets for use by the board, manager and vendors. A motion was made by Director Kirk and Director Archuleta to approve the bid at a cost of \$725.00 as submitted. All in favor, motion carried.

The Board reviewed the Residential Guidelines for Slope Maintenance Guidelines from the City of Laguna Niguel. The board agreed that this should be mailed to the homeowners with the newsletter and be accepted as a policy for the community going forward.

New Business for July Meeting

Reserve Study bid

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 7:45 PM to enter into executive session.

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

Name, Secretary or Acting Secretary

July 11, 2018

Date