

Crown Valley Highlands Community Association

Minutes for the meeting conducted on

August 13, 2013

Board Members Present

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

Call to Order

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

Homeowner Discussion

Mr. Schiel of 29512 Colebrook was present at the meeting and submitted a Home Improvement application to build a second story onto his home. The Board referred the matter to the Architectural Committee for review.

Ms. Rocha of 23302 Cheswald was present at the meeting and submitted an application to replace the fence at the back of her property. The Board approved the request.

The Board reviewed a letter from Mr. Hogan of 29512 Sedgewick in which he was complaining about smoke coming from the neighbor's food smoker located at 29522 Sedgewick. The Board asked the manager to send a letter to the owner of 29522 Sedgewick notifying them of the complaint and asking them to resolve the matter.

Ms. Pelton of 29432 Troon was present at the meeting to address various matters with the Board.

Ms. Bruno of 29555 Kensington was present at the meeting and thanked the Board for renovating the volleyball court.

Mrs. Lutz of 29201 Balloch was present at the meeting and asked about the timing for architectural approvals and about tracking pool key fobs.

Committee Reports

Architectural Committee

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

Communications Committee

No report.

Facilities Committee

A motion was made by Mr. Clements, 2nd by Ms. Matlock to approve a budget of \$5,500.00 to replace the heater in the clubhouse. All in favor, motion carried.

The Board reviewed bids for the interior and exterior painting. It was noted that bids had been submitted by D.L. Bone, Premier Painting, Pacifica Painting and Triplett Painting. The Board will have the owners select the colors at the annual meeting.

The Board agreed to table the discussion on the replacement of the pool deck for the next few years and focus on the replacement of the pool fence this winter. Final bids will be obtained.

The manager will contact Reserve Data Analysis and have them adjust the reserve study report to show the pool deck replacement in three years.

Landscape Committee

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

The Board reviewed the monthly report from the Soto Company.

Minutes & Financial Report

A motion was made by Mr. Clements, 2nd by Ms. Matlock to approve the July 2013 meeting minutes as submitted. All in favor, motion carried.

A motion was made by Mr. Clements, 2nd by Mr. Archuleta to approve the July 2013 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 Mr. Clements to approve the purchase of one, \$100,000.00 CD for a term of one year at the best available rate. All in favor, motion carried.

Management Report

The manager updated the Board on the accounts receivable.

The Board reviewed the annual calendar report for August 2013.

New Business

Discussion was held with regard to the recent parking changes the city allowed on Niguel Road. A letter will be sent from the association on the safety concerns.

Adjournment

There being no further business before the Board, the meeting was adjourned into closed session at 7:55 PM to discuss collection issues.

Submitted by:

Jack L. Williams
Acting Secretary