

Crown Valley Highlands Community Association

Minutes for the meeting conducted on
November 12, 2013

Board Members Present

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

Annual Election

It was noted that a quorum had been established for the rescheduled annual meeting and election with 113 owners present in person or by proxy.

As a result of the voting, Mr. Clements, Mrs. Matlock and Mr. Powell were elected to the Board for the next two years.

A motion was made and 2nd to approve the IRS resolution that would transfer any earnings net of reserves into the association's reserve account. All in favor, motion carried.

The owners present chose the interior and exterior color scheme for the clubhouse. The selection was scheme #1 for the exterior and scheme #2 for the interior.

The annual meeting was adjourned at 7:15 PM.

Call to Order

The monthly meeting was called to order at 7:15 PM.

Homeowner Discussion

Mr. Schiel, the owner of 29512 Colebrook was present at the meeting to discuss the recent denial of his home improvement application for the addition of a second story onto his home. The Board noted their opposition and suggested alternatives that they would reconsider. The owner agreed to modify and resubmit the application.

Mr. Thompson of 29181 Abotsinch was present at the meeting to address a recent request for him to remove a sign from his property. The Board discussed the matter and asked him to remove the sign or modify it to remove advertising information. Mr. Thompson agreed to comply.

Ms. Pelton of 29432 Troon was present at the meeting to address various matters with the Board including the proposed completion date of the planting at the Colebrook slope area and pending tree trimming and selective removal.

The Board reviewed an e-mail sent by Ms. Nelson of 29422 Troon.

The Board reviewed a recent e-mail from Mr. Toews, the owner of 29722 Jarret in which he was asking the management to reimburse him for the cost of citations issued against him by the city for improperly parking his trailer on the street. The Board denied the request and the management company denied the request.

Committee Reports

Architectural Committee

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

Communications Committee

No report.

Facilities Committee

It was noted the heater replacement project was completed.

The Board received copies of the most recent inspection report of the pool area performed by the Orange County Health Department.

The manager will send copies of the association's electric billing to Vasco Solar to determine if they can design a solar system for use at the clubhouse area.

The Board reviewed bids for the pool maintenance. The Board opted to remain with Wet Willy'z service at this time. The Board did note recent complaints and asked the manager to pass that information on to Bill West, the owner of Wet Willy'z.

The Board reviewed several bids for the painting of the interior and exterior of the clubhouse. A motion was made by Ms. Matlock, 2nd by Mr. Clements to approve a bid from Premier Painting at a cost of \$8,600.00. All in favor, motion carried.

The Board reviewed the bids for the replacement of the pool area fence. A motion was made by Mr. Clements, 2nd by Ms. Matlock to approve the bid from Fence Menders in the amount of \$85,030.00, with a budget of \$90,000.00 to cover any potential extra costs that may arise. All in favor, motion carried. It was noted that Mr. Clements was to be allowed to be present when the footing for the wall was dug and prior to the pouring of the concrete. It was also noted the PSI of the cement needed to not be less than 2,000 PSI.

Landscape Committee

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

The Board reviewed the monthly report from the Soto Company.

The Board reviewed bids for the annual tree trimming service. A motion was made by Ms. Matlock, 2nd by Mr. Archuleta to approve the bid from RGS in the amount of \$18,814.00. All in favor, motion carried.

Minutes & Financial Report

A motion was made by Mr. Powell, 2nd by Ms. Matlock to approve the September 2013 meeting minutes as submitted. All in favor, motion carried. (It was noted there was no meeting held in October 2013).

A motion was made by Mr. Powell, 2nd by Mr. Clements to approve the October 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. Powell, 2nd by Ms. Matlock to file a lien against CVH-299 for non-payment of assessments. All in favor, motion carried.

The Board reviewed the annual calendar report for November 2013.

New Business

The Board reviewed bids for the completion of the 2013 taxes and annual review. A motion was made by Mr. Powell, 2nd by Mr. Archuleta to approve the bid from Robert Owens, CPA in the amount of \$1,200.00. All in favor, motion carried.

A motion was made by Mr. Powell, 2nd by Ms. Matlock to approve the 2014 budget at \$250.00 per quarter. All in favor, motion carried.

Adjournment

There being no further business before the Board, the meeting was adjourned at 8:10 PM.

Submitted by:

Jack L. Williams
Acting Secretary