

Crown Valley Highlands Community Association

Newsletter from the Board of Directors

www.cvhca.com

July 2013

Board of Directors

Pres. Marc Winer
V.P. Derek Powell
Tres. Woody Clements
Sec. Robin Matlock
Mem. Chris Archuleta

Board Meetings

The next three
Board meetings will
be held at
7:00 P.M. on

Jul. 9th
Aug. 13th
Sep. 10th

at
The Clubhouse
23372 Niguel Rd.

Management Company

Huntington West Properties
13812 Goldenwest Street #100
Westminster, Ca. 92683
(714) 891-1522
(800) 655-1522

Your Account Manager

Jack L. Williams
(714) 891-1522 ext. 214
Jack@huntingtonwest.com

Helpful Numbers

City 949-362-4300

Sheriff 949-362-4343

Fire 714-744-0400



Large Item Disposal

As an owner, you are allowed two large items pick-ups per year at no cost to you. You will need to call the Trash Company and place the request. They can advise you of what items are eligible for pick-up.

The association is also considering a request to place a few of the large, roll-off trash bins in the common area for our residents to use to clear their yards and garages. If you are interested, please e-mail our manager and let him know.

Landscape Maintenance

Please inspect your landscape plants and make sure they are not growing onto the common area or onto the sidewalks. We often have problems with pedestrians being able to safely travel along the sidewalks due to overgrown vegetation.

Clubhouse Rental

When renting the clubhouse, we want to remind you to be sure and check the key fob the day before the meeting to make sure it has been properly activated. We want to be sure you have access when needed.

Pool Area Wi-Fi

We want to remind you that we have Wi-Fi at the pool area for our residents. The pass code is: **cvhapool**.

We Need Your Help

When out in the common area, at the pool, clubhouse or park area, please be sure to report any suspicious activity to the Sheriff and then to the management company. Your help can help prevent damage to common area or injury to persons. This will not only help keep our property safe and secure but will help save money. Thank you!



Happy 4th of July!

Architectural Changes

Please remember that you may not make **ANY** change to the exterior of your home without first obtaining written authorization from the association. If you want to make a change, you must submit an architectural variance request form to the management office. The request will then be submitted to the Architectural Committee for review. If approved, you may then proceed with your project. Please note that this process can take up to **30 days**. Your cooperation in this matter is greatly appreciated.

Board Member Applications

Enclosed is a Board Member Application for the upcoming annual meeting scheduled to be conducted in October. If you are interested in running for the Board, please send in your application in the noted timeframe.

Access Key Fobs

In order to accommodate our residents, the Board has approved the issuance of a 2nd key fob to residents. The cost for the 2nd key fob will be \$50.00. Please note that only two fobs will be issued per household. If you would like to purchase a 2nd fob, please call our management and they will assist you.