

Crown Valley Highlands Community Association
Minutes for the Board of Directors Meeting Held on
Tuesday, April 21, 2026, at 7:00PM
Meeting held at the Clubhouse - 23372 Niguel Road, Laguna Niguel, CA
Approved 5/19/2026

BOARD MEMBERS PRESENT

Marc Winer, Chester Siembab, Jay Ferguson, and Chris Archuleta present.

BOARD MEMBERS ABSENT/EXCUSED

Absent: Kevin Kirk.

MANAGEMENT PRESENT

Esteban Rodriguez with Huntington West Properties, Inc. was present at the meeting.

CALL TO ORDER:

The regular Board of Directors meeting was called to order at 7:00 pm by Board President, Marc Winer.

HOMEOWNER FORUM:

Homeowner Tim & Kelly Kiesselbach from unit 29122 Abotsinch Street were present to report issues with the tear down and rebuild project occurring at unit 29112 Abotsinch Street. Tim & Kelley submitted concerns that the homeowners at 29112 Abotsinch might be deviating from the plans originally approved by the HOA. Tim & Kelly also reported that they have been in contact with the city of Laguna Niguel to discuss their concerns about the issues presented. Tim & Kelly informed the Board of Directors that the city has ordered a cease & desist to unit 29112 Abotsinch from all work and are actively investigating for any unpermitted work. The Board directed the community manager to also issue a cease-and-desist notice as well. The manager is to send the Board a copy of the original architectural documents and plans that were approved for this unit along with the revised plans submitted by the homeowners of 29112 Abotsinch Street for additional review and input.

Homeowner Derek Powell from unit 29392 Thackery Drive was present at the meeting to submit his resignation from serving as the pool facilities chairman.

ARCHITECTURAL REQUEST APPLICATIONS REVIEWED BY THE BOARD

Architectural Committee: The Crown Valley Highland Board of Directors reviewed the architectural request applications that were approved via AppFolio by the architectural committee. No new applications were submitted at the meeting.

No other architectural applications were discussed.

MINUTES

The Board reviewed the minutes for the meeting held on March 17, 2026, for both the general and executive session. A motion was made by Jay Ferguson and seconded by Chester Siembab to approve the minutes of the general session as presented without corrections. All in favor; motion carried.

A motion was made by Chris Archuleta and seconded by Chester Siembab to approve the minutes of the executive session as presented without corrections. All in favor; motion carried.

FINANCIAL REPORT

The Board reviewed and accepted the financial statements for the month of March 2026. The community manager will check when the telephone service contract renews to check for the renewal rate.

A motion was made by Marc Winer to accept the financial statements as presented. The motion was seconded by Chester Siembab. All in favor; motion carried.

The Board also discussed the status of recent CD investments. The community manager reported that a \$200,000 CD investment was made with an interest rate of 3.85% that is set to mature on 10/07/2026. The Board continued to authorize the property manager to automatically renew all CDs that are set to mature in the coming weeks for the same amount and time at the best available interest rate.

MANAGEMENT REPORT

Calendar Review: The Board reviewed the monthly maintenance calendar for the month of April & May 2026. No issues were reported or discussed.

Work Order Reports: The monthly work order report was reviewed by the Board of Directors. No issues discussed or reported.

OLD BUSINESS

Turf Rebate Removal Project: The community manager reported that the turf rebate project is currently underway with The Soto Company, Inc. This agenda item was tabled for further updates at the next meeting.

Pending Projects: The Board reviewed the status of the cornhole game purchase to be installed inside the pool area by the hibachi ball game. Manager will check on possible stakes that hold the corn hole bags. No other pending projects discussed.

NEW BUSINESS

Inspector of Election Service Proposals: The Board of Directors reviewed the inspector of election service bids submitted by various vendors. A motion was made by Chris Archuleta to approve the contract submitted by Pro Elections in the amount of \$3,815 plus the additional service to mail out the annual election results report. The motion was seconded by Jay Ferguson. All in favor; motion carried.

Security Service Proposal: The Board of Directors reviewed the contract submitted by Patrol Masters for the nightly security patrol service as recommended by homeowner Nina Kubicek of unit 29381 Troon Street who was present at the meeting. Nina implored the Board to consider the bid as a deterrent to lower criminal activity occurring in the neighborhood. Additionally, Nina suggested that the Board allow a representative from Patrol Masters to be present at the next meeting to provide details and information on how effective their service can be. Jay Ferguson made a motion to invite Andrew with Patrol Masters to attend the May 2026 Board meeting for a presentation. The motion was seconded by Marc Winer. All in favor; motion carried. Andrew with Patrol Masters is to present statistics on the effectiveness of patrol services.

Status of Turf Rebate Project: The community manager shared the latest updates on the turf rebate project status with The Soto Landscape Company. This agenda item was tabled for further updates to be reviewed at the next meeting.

Brian's Pool Plastering Warranty Claim: Jay Ferguson provided an update on the status of the warranty claim with Brian's Pool Plastering. The community manager shared the correspondence received from the vendor regarding the association's demands. Jay Ferguson made a motion to proceed in filing a claim with Brian's Pool Plastering insurance company. The manager is to submit to the insurance carrier each of the

invoices and expenses paid for the clubhouse flood damage caused due to Brian's Pool Plastering faulty work when the pool was improperly drained in the wrong location by the vendor.

Emails & Correspondence: The Board reviewed the emails and correspondence included in the April 2026 meeting packet. The manager is to include Marc Winer's email suggestion as an article in the next quarterly newsletter. The Board also reviewed the email submitted by homeowner Lily Delius requesting revision of the pool rules and regulations as suggested on page 110 of the April 2026 meeting packet. The request was reviewed by the Crown Valley Highlands Board of Directors and denied. The Board also reviewed the complaint submitted by resident Matthew Davies on an incident that occurred at the pool. No action is required regarding this complaint since the resident involved in the incident was not identified. The manager will inform resident Matthew Davies that the name and address of the residents they are complaining about will be needed in order to apply any enforcement of rules and regulations.

COMMITTEE REPORTS:

Landscape Report: The Board reviewed the landscape report submitted by Soto Landscaping. No issues reported or discussed regarding landscape.

Facilities Report: The Board directed the community manager to have a work order issued to Hills Bros Lock & Safe to install a gentle closer at the BBQ patio gate in the pool area. No other issues reported or discussed regarding the facilities.

Newsletter Articles: The Board directed the community manager to include an article on the next quarterly newsletter reminding residents that parking vehicles in a way that blocks the concrete sidewalk is prohibited. Residents are to contact the city of Laguna Niguel to enforce these types of issues. Additionally, the manager is to include an article reminding residents that trash cans need to be put away out of view from the common area shortly after the trash pickup service.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 08:58 pm

The next meeting is scheduled for Tuesday, May 19, 2026, and will be held at the clubhouse at 7pm. Executive session scheduled to start at 06:30 PM.

Secretary's Certificate:

I certify that the foregoing is a true and correct copy of the minutes approved by the Board of Directors.

Acting Secretary

Approved Date