

Crown Valley Highlands Community Association
Minutes for the Board of Directors Meeting Held on
Tuesday, May 19, 2026, at 7:00PM
Meeting held at the Clubhouse - 23372 Niguel Road, Laguna Niguel, CA
Approved 6/16/2026

BOARD MEMBERS PRESENT

Marc Winer, Kevin Kirk (via phone), and Chris Archuleta were present, establishing a quorum.

BOARD MEMBERS ABSENT/EXCUSED

Absent: Chester Siembab & Jay Ferguson.

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 Nina Kubicek from unit 29381 Troon Street was present to inquire about the status of the Board's decision on the Patrol Masters proposal for nightly patrols throughout the community to help lower criminal activity. With Board approval, Nina connected Louie from Patrol Masters via telephone speaker to present information regarding the services they offer and details / benefits of the submitted contract. The vendor clarified the Board's questions, specifically what the service entails and how the service will be effective at Crown Valley Highlands Community Association. The Board agreed to table a decision on the approval of the contract until the next Board of Directors meeting scheduled for June 2026.

Homeowner Derek Powell from unit 29392 Thackery Drive was present at the meeting to report that a cover was placed on the false drain to prevent vendors from attempting to drain out the pool water in this location. This caused the recent clubhouse water damage when Brian's Pool Plastering attempted to drain out the pool water here without checking that it was properly draining.

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.

The Board also reviewed the revised architectural plans that were submitted by the homeowners of unit 29291 Tierce Street. No issues were discussed regarding the revised plans. A motion was made by Chris Archuleta and seconded by Marc Winer to approve the revised plans as submitted. All in favor; motion carried.

The Board also reviewed the status of the architectural issues at unit 29112 Abotsinch. The Board agreed to table further review of the revised architectural plans until the next meeting to discuss further updates.

The Board directed the community manager to follow up on the status and scheduling of the architectural approval that was issued to unit 29432 Kensington with timelines of when work is expected to be completed.

No other architectural applications were discussed.

MINUTES

The Board reviewed the minutes for the meeting held on April 21, 2026, for both the general and executive session. A motion was made by Chris Archuleta and seconded by Kevin Kirk to approve the minutes of the general and 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 April 2026.

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

The Board also discussed the status of recent CD investments. 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 May & June 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

Status of Brian's Pool Plastering Clubhouse Update / Flood Insurance Claim: The community reported that Brian's Pool Plastering insurance agent was contacted to start the process of filing a claim for the clubhouse damage caused by the vendor. The Board tabled this agenda item to discuss further progress updates at the next meeting.

Status of Annual Election Meeting Update: The Board reviewed the progress of the 2026 annual election meeting scheduled for October 2026. Pro Elections was contracted as the 3rd party inspector of election service company that will represent the Crown Valley Highlands Community Association. This agenda item was tabled for further updates to be reviewed at the next meeting.

Status of 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

Security Service Proposal: The Board of Directors discussed this item during the homeowner's open forum. Further review and approval of the proposal by Patrol Masters was tabled until the June 2026 Board meeting.

Legislative & Case Law Updates: The Board reviewed the information regarding upcoming legislation that will severely impact association's ability to fund annual budgets along with case law updates. Proposed

Senate Bill 1007 was discussed at length by the Board of Directors including the recommended call to action to oppose this bill. A motion was made by Kevin Kirk to approve a membership purchase for the Crown Valley Highlands Community Association into C.A.I or C.A.C.M for the annual fee of \$500. The motion was seconded by Marc Winer. All in favor; motion carried.

Emails & Correspondence: The Board reviewed the emails and correspondence included in the May 2026 meeting packet. The Board reviewed the email submitted by resident Koreen Gunter reporting pool furniture that requires cleaning or replacement. The Board agreed to proceed with deep cleaning services with Personal Touch Cleaning. A motion was made by Marc Winer and seconded by Chris Archuleta to approve Personal Touch Cleaning to perform a special service to clean the pool area chairs and lounges. All in favor; motion carried. No new pool furniture was approved by the Board of Directors at this time.

Picnic Tables & Trash Can Lid Replacement: The Board discussed the purchase of new picnic tables and trash can lids. The Board authorized for the community manager to proceed with purchasing of two (2) new picnic tables and two (2) new trash can lids for the existing trash containers at the pool area. A motion was made by Marc Winer approving the community manager to proceed with the purchase. The motion was seconded by Kevin Kirk. All in favor; motion carried.

COMMITTEE REPORTS:

Landscape Report: The Board reviewed the landscape report submitted by Soto Landscaping. No issues reported or discussed regarding landscape. Chris Archuleta agreed to take part of the annual arborist walk to address tree issues including those reported by homeowner Jan McLelland later in the Fall of 2026.

Facilities Report: No issues reported or discussed regarding the facilities.

Newsletter Articles: No new newsletter articles were discussed.

ADJOURNMENT

There being no further business before the Board, the meeting was adjourned at 07:55 pm

The next meeting is scheduled for Tuesday, June 16, 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