

**WILLOW HAVEN COMMUNITY ASSOCIATION  
MEETING OF THE BOARD OF DIRECTORS  
MARCH 7, 2007**

**MINUTES**

**NOTICE** Upon notice duly given and received, the regular meeting of the Board of Directors of the Willow Haven Community Association was held on March 7, 2007 at 6:30 P.M., at the Office of Action Property Management, 27555 Ynez Road, Suite 203A, Temecula, CA 92591.

**PRESENT** Ruben Hernandez, President  
Misty Walker, Vice-President  
Julie Chrisman, Secretary/Treasurer  
Vacant, Director  
Vacant, Director

Jeanie Drenon, Action Property Management

**CALL TO ORDER** The meeting was called to order at 6:50 P.M. by Jeanie Drenon, Action Property Management.

**CONSENT CALENDAR** Motion was made, seconded and carried to accept the Consent Calendar dated March 7, 2007, attached and made a part of these minutes.

**UNFINISHED BUSINESS** **Nordic Security Services** – Management reported that Nordic Security Services had begun patrol service February 19, 2007 and was instructed to cite vehicles in violation of the parking rules and regulations twice and to tow after the third citation. Management reported that Legal Counsel had recommended the Board adopt a parking regulation to include vehicles that appeared to be stored or abandoned would be towed after 96 hours after a citation was issued. After discussion, motion was made, seconded and carried to adopt the parking regulation as discussed. Management was directed to notify homeowners of the proposed regulation and provide for the 30 day comment period by homeowners per California Civil Code requirements. Further discussion was tabled.

**Parking Permit Rules and Regulations** – The Board reviewed the proposed Parking Permit Rules and Regulations. The Parking Rules and Regulations were finalized. Motion was made, seconded and carried to direct Management to notify homeowners of the proposed Rules and Regulations and to allow for the 30 day comment period by homeowners per Civil Code requirements. Further discussion was tabled.

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**NEW  
BUSINESS**

**Delinquent Assessments – Lien Approvals** – Motion was made, seconded and carried to approve filing of liens on accounts:

551-2117750421  
551-3117781511

**Investment Account Transaction Instructions** - Motion was made, seconded and carried to transfer \$25,000 of operating funds to a money market account at Countrywide Bank.

**Window Washing Proposal** - The Board reviewed a proposal received for window washing for a total cost of \$12,500. After discussion, the Board decided to consider the window washing expense in the preparation of the 2007/2008 Budget. Further discussion was tabled.

**Street Sweeping Proposals** – The Board reviewed proposals received for street sweeping. After discussion, the Board decided to consider the window washing expense in the preparation of the 2007/2008 Budget. Further discussion was tabled.

**Landscape Maintenance Proposals** – The Board reviewed proposals received for monthly landscape maintenance. After review and discussion, motion was made, seconded and carried to remain with the current contract or, Bemus Landscape, for a monthly cost of \$1,754.

**NEXT MEETING** The next meeting of the Willow Haven Homeowners Association will be held on Wednesday, April 4, 2007. Executive session at 6:00 p.m. and the Regular session at 6:30 p.m.

**ADJOURN** There being no further business to come before the Board at this time, the meeting was adjourned at 7:30 P.M.

**ATTEST** Respectfully Submitted by Jeanie Drenon, Action Property Management, Inc.

**APPROVED BY THE BOARD OF DIRECTORS APRIL 4, 2007.**

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**CONSENT CALENDAR**

- A. BE IT RESOLVED, that the February 7, 2007 Meeting Minutes are accepted;
- B. BE IT RESOLVED, that the January 2007 Financial Statement is accepted, subject to audit.