

# CROWN COLONY

HOMEOWNERS ASSOCIATION

379 IMPERIAL WAY, DALY CITY, CA 94015-2503 • (650)756-8220 • FAX: (650)756-4323

## BOARD OF DIRECTORS' MEETING AGENDA

APRIL 20, 2017

1. **Call to Order - Pre-board Session - Joint Meeting With Budget Committee . . . . .6:00pm**
2. **Executive Session . . . . .6:15pm**
  - a. Request to Install a Washer/Dryer Combo Machine - 373 Half Moon Lane #310
  - b. Violations:
    1. Wrong-Way Driving Violation - 370 Imperial Way
    2. Balcony Violation - 395 Imperial Way
  - c. Authorization to Proceed with Recording Notice of Default for TS#s 19701, 19702, 19720, 19721
3. **Open Forum (2 minutes each as time allows) . . . . . 6:45pm**
4. **Regular Meeting . . . . . 7:00pm**
5. **Introduction of Board Members and Management Company**
6. **Approval of Minutes of February 16, 2017 and 37<sup>th</sup> Annual Meeting of March 18, 2017**
7. **Acceptance of Reports**
  - a. Managing Agent's Report
  - b. Financial Report Recap/Bank Reconciliations/Delinquency Reports (March 2017)
8. **Unfinished Business**
  - a. Election of Board of Directors Officers
  - b. Ratification of Window and Sliding Door installations
  - c. Ratification of Electric Fireplace Installation
  - d. Ratification of Proposals from Transbay for Elevator Repairs at Bldgs. 7 & 25 - Line #9905
  - e. Ratification of Drainage Repairs at 372 Imperial Way - Ideal Landscape - Line #5390
  - f. Ratification of Proposal for New Stream Pump - Master Plumbing - Line #9910
  - g. Ratification of Approval of Contractors - Solano Construction & Tosick Construction - to be added to Window/Door Packet
9. **New Business**
  - a. Approval of Budget and Reserve/Construction Schedule for 2017-2018
  - b. Security Services Contract Renewal - First Security - Line #5191
  - c. Phase 1 Carport Roofing Proposal - DC Taylor - Line #9704
  - d. Semi Annual Carpet Cleaning - PCS of Bay Area - Line #5190
  - e. Proposal to Prepare Audit and Taxes for 2016-2017 - John Takemoto & Co. - Line #5002
  - f. Approval of Increase in Move-in-Fee and Transfer Fee - Lines# 4280 & 4270
  - g. Authorization to Publish Notice of Delinquent Assessments for APN#s 101-120-060, 101,220-240, 101-280-140, 101-230-050
10. **Announcement of Decisions Made in Executive Session - 2/16/17**
11. **Time, Date and Place of next Regularly Scheduled Meeting - 5/18/17**
12. **Adjournment**

(All Times Approximate)