

# CROWN COLONY

HOMEOWNERS ASSOCIATION

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

## BOARD OF DIRECTORS' MEETING AGENDA

JANUARY 18, 2018

1. **Call to Order - Pre-board Work Study Session - Appointment of Vacant Board Seat . . . . 5:45pm**
2. **Executive Session . . . . .6:15pm**
  - a. Reimbursable Assessment Request - 361 Half Moon Lane - **6:30pm**
  - b. Request for Approval of Service Dog - 365 Half Moon Lane - **6:20pm**
  - c. Violations:
    1. Wrong-Way Driving Violation - 371 Imperial Way - **6:15pm**
    2. Patio Violation - 355 Half Moon Lane - deferred from November meeting - **6:25pm**
    3. Balcony Violation - 373 Half Moon Lane
  - d. Authorization for Sunrise to Publish NODs for TS#s 19948, 19949, 19950, 19965, 19966
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 November 16, 2017**
7. **Acceptance of Reports**
  - a. Managing Agent's Report
  - b. Financial Report Recap/Bank Reconciliations/Delinquency Reports (Nov. & Dec. 2017)
8. **Unfinished Business**
  - a. Ratification of Window and Door Installations
  - b. Ratification of Electric Fireplace Installation
  - c. Ratification of Dry Rot Repairs Proposal for Bldg. 7- PRG Construction - Line #9703
  - d. Ratification of Proposal from PRS to Clean the Hallway Vents at Bldgs. 7 & 14 - Line #9924
  - e. Ratification of Proposal from Arborwell for Tree Work Behind Bldgs. 26 & 27 - Line #9914
  - f. Ratification of Proposals from VanGo Rooter - Line #9953
9. **New Business**
  - a. Approval of Revision of Employee Handbook
  - b. Authorization for Sunrise to file Notice of Delinquent Assessment for APN#s 101-070-650, 101-140-060, 101-160-060, 101-120-070, 101-210-510
10. **Announcement of Decisions Made in Executive Session - 11/16/17**
11. **Time, Date and Place of next Regularly Scheduled Meeting - 2/15/18**
12. **Adjournment**

**All Times Approximate)**