

CROWN COLONY

HOMEOWNERS ASSOCIATION

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

BOARD OF DIRECTORS' MEETING AGENDA OCTOBER 21, 2020

VIA ZOOM CLOUD MEETING APP WHICH YOU WILL NEED TO DOWNLOAD

IF PLANNING TO JOIN IN - CALL THE HOA OFFICE BY 12:00PM ON 10/20/2020 TO OBTAIN LOG IN INFO

1. **Executive Session - CLOSED MEETING (EXCEPT FOR INVITED PARTICIPANTS) 12:30pm**
 1. Request to Install Washer/Dryer Combo Unit - 396 Imperial Way
 2. Violations:
 - a. Wrong Way Driving Violation - 370 Imperial Way
 - b. Over Watering of Planter Box on Railing - 368 Imperial Way

2. **Open Forum - (Questions to be submitted to HOA by 12:00pm on 10/20/2020 and will be addressed by the Board at the start of the Regular Open Meeting).**

3. **Call to Order - Regular Open Meeting. 1:00pm**

4. **Introduction of Board Members and Management Company**

5. **Approval of Minutes of September 23, 2020**

6. **Acceptance of Reports**
 - a. Managing Agent's Report
 - b. Financial Report Recap/Bank Reconciliations/Delinquency Reports (September 2020)

7. **Unfinished Business**
 - a. Ratification of Window and Sliding Door Installations

8. **New Business**
 - a. Reserve Study Update - John D. Beatty Co. - Line #9983
 - b. Fire Alarm Service Contract Renewal - Pacific Signaling - Line #5120
 - c. Window Cleaning Contract Renewal - Excellent Window Cleaning - Line #5180
 - d. Proposal from Urban Bros. for Gutter Cleaning - Line #9947

9. **Time, Date and Place of next Regularly Scheduled Meeting - 11/18/2020**

10. **Adjournment**

(All Times Approximate)