

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

January 19, 2017

The meeting was called to order by President, Rick Crump at 7:10pm.

Present:

Mr. Rick Crump, President, Mr. Patrick Conway, Vice President, Ms. Alaina Difuntorum, Secretary and Ms. Rose Barrios, Member

Also Present:

Ms. Rita Nicolas of Common Interest Management Services

Absent:

Mr. Jim Henry, Member

Executive Session:

The Board reviewed and discussed violations, authorization for Berding & Weil to Record two liens and authorization forms from Sunrise Assessment Services and made its decisions accordingly.

Reading, Correcting and Approving Minutes:

The minutes of November 17, 2016 were approved as written.

Giving and Acceptance of Reports:

Managing Agent's Report: The Board acknowledged receipt of the report, which they previously received.

Financial Statement Ending December 31, 2016: The Board acknowledged receipt of the financial statement ending December 31, 2016 as prepared by Bautista & Co. which reflects a monthly deficit of \$5,827, an ending cash balance of \$1,510,235 and total investments of \$1,179,867 which is designated to reserves.

Financial Statement Ending November 30, 2015: The Board acknowledged receipt of the financial statement ending November 30, 2015 as prepared by Bautista & Co. which reflects a monthly deficit of \$2,591, an ending cash balance of \$1,467,396 and total investments of \$1,108,643, which is designated to reserves.

The Board acknowledged receipt and its review of the bank reconciliations and the delinquency reports as prepared by Bautista & Co. and Sunrise Assessment Services (Delinquency Report only).

Unfinished Business:

Ratification of Window and Door Installations: Mr. Crump said the Board needs to ratify the installation of windows and doors at 391 Mandarin Dr. #309, 395 Imperial Way #216, 377 Mandarin Dr. #112 and 357 Half Moon Lane #7.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to ratify the window and door installations at the units listed.

Ratification of Clubhouse Spa Heater by Azure Pool Service - Acct. #9957: Mr. Crump said the Board needs to ratify the proposal from Azure Pool Service for \$3,450 to replace the clubhouse spa heater.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to ratify the installation of the clubhouse spa heater for a cost of \$3,450 to be funded from line #9957.

Ratification of Proposal from Azure Pool Service to Install a Chemical Controller for the Clubhouse Pool - Line #9959: Mr. Crump said the Board needs to ratify the proposal from Azure Pool Service to replace the chemical controller for the clubhouse pool for a cost of \$3,844.95.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to ratify the proposal from Azure Pool Service to replace the clubhouse chemical controller for a cost of \$3,844.95 to be funded from line #9959.

Ratification of Proposals to Replace Damaged Asphalt in Various Locations - Ideal Landscape & Concrete - Line #5370 & #9925: Mr. Crump said the Board needs to ratify the proposals from Ideal Landscape & Concrete for a total cost of \$8,725 to replace the damaged asphalt at bldgs. 22, 2, 20 & 23.

Mr. Conway made a motion that was seconded by Ms. Difuntorum and unanimously carried to ratify the proposals from Ideal Landscape & Concrete for a total cost of \$8,725 to be funded from line #5370 & #9925.

Ratification of Standpipe Repairs at Bldg. 20 - Station 1 Fire Protection - Line #9972: Mr. Crump said the Board needs to ratify the proposal from Station 1 Fire Protection to replace the rusted standpipe at bldg. 20 for a cost of \$3,258.28.

Ms. Barrios made a motion that was seconded by Mr. Conway and unanimously carried to ratify the proposal from Station 1 Fire Protection for a cost of \$3,258.28 to be funded from line #9972.

New Business:

Change Order #001 for Phase 6 Planting and Irrigation Repairs at Bldgs. 10 & 11 - Cagwin & Dorward - Line #9915: Mr. Crump said Cagwin & Dorward submitted a change order for \$26,643 for additional planting and irrigation work for phase 6 near bldgs. 10 & 11 which needs to be approved by the Board.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to approve the change order for a cost of \$26,643 to be funded from line #9915.

Proposal for Upgrade of Smoke Detectors and Relays at bldg. 20's Elevators to be Connected to the Fire Alarm System - Pacific Signaling - Line #9972: Mr. Crump said Pacific Signaling submitted a proposal for \$14,567 to replace the smoke detectors and relays at bldg. 20's elevators to be connected to the fire alarm system.

Ms. Barrios made a motion that was seconded by Mr. Conway and unanimously carried to approve the proposal for a cost of \$14,567 to be funded from line #9972.

Authorization to Proceed with Recording Notice of Delinquent Assessments: Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to authorize Sunrise Assessment Services to record a Notice of Delinquent Assessments for TS#s 19620M, 19649, 19650, 19651.

Announcement of Decisions Made in Executive Session at the November 17, 2016 meeting:

Unit Door Violation - 397 Imperial Way: Mr. Conway made a motion that was seconded by Ms. Difuntorum and unanimously carried to assess this unit \$50 for the unit door violation if it is not corrected since it is an infraction of the Architectural Do's and Don'ts and that if the violation is corrected and occurs again, the fine will be reinstated.

Balcony Violation - 395 Imperial Way: Mr. Conway made a motion that was seconded by Ms. Difuntorum and unanimously carried to assess this unit \$50 for the balcony violation since it is an infraction of the Architectural Do's and Don'ts.

Authorization for Sunrise Assessment Services to Proceed with Recording Notice of Defaults

for TS# 19596M: Ms. Difuntorum made a motion that was seconded by Mr. Conway and unanimously carried to authorize Sunrise Assessment Services to proceed with recording notice of default for the TS# listed.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Thursday, February 16, 2017 at 6:45pm for Open Forum and 7:00pm for the Regular Meeting.

Adjournment:

There being no further business to come before the Board, the Regular Meeting adjourned at 7:25pm.