

CROWN COLONY HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS' MEETING
February 16, 2017

The Meeting was called to order by Mr. Crump at 6:45pm

Present:

Mr. Rick Crump, President, Ms. Alaina Difuntorum, Secretary, Ms. Rose Barrios, Treasurer and Mr. James Henry, Member

Also Present:

Ms. Rita Nicolas of Common Interest Management Services

Absent:

Mr. Patrick Conway, Vice President

Executive Session:

The Board reviewed and discussed the Violations and Authorization Forms from Sunrise Assessment Services and made its decisions accordingly.

Reading, Correcting and Approving Minutes:

The minutes of January 19, 2017 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 January 31, 2017: The Board acknowledged receipt of the financial statement ending January 31, 2017 as prepared by Bautista & Co. which reflects a monthly deficit of \$99,947.75, an ending cash balance of \$1,593,559 and total investments of \$1,360,264 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 Sliding Door Installation: Mr. Crump said the Board needs to ratify the windows and door installation at 397 Imperial Way #301.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to ratify the windows and door installation at 397 Imperial Way #303.

Ratification of Proposal from Transbay Elevator Co. - Line #9905 & #5115: Mr. Crump said the Board needs to ratify the proposal from Transbay Elevator Co. for compliance repairs in various buildings for a cost of \$9,840.

Mr. Henry made a motion that was seconded by Ms. Barrios and unanimously carried to ratify the proposal from Transbay Elevator Co. for a cost of \$9,840 to be funded from line #9905 & #5115.

New Business:

Adoption of Resolution of IRS Ruling 70-604: Mr. Crump said the Board needs to adopt the resolution for IRS Revenue Ruling 70-604. He said it is not necessary to put the revenue ruling on the ballot for the annual meeting, especially since there will be no ballot this year.

Ms. Barrios made a motion that was seconded by Ms. Henry and unanimously carried to approve the

adoption of IRS Revenue Ruling 70-604 regarding excess income.

Authorization of Board Election by Acclamation: Mr. Crump said since there are two candidates running for two seats and all terms are for the same number of years, the Board may declare the nominees, Rick Crump and Alain Difuntorum, elected by acclamation for the 37th Annual Meeting.

Ms. Barrios made a motion that was seconded by Mr. Henry to declare the two candidates elected to the Board by acclamation for the 37th Annual Meeting. The motion passed with Mr. Crump and Ms. Difuntorum abstaining from voting.

Proposal from Ideal Landscape & Concrete to Make Necessary Asphalt Repairs near the front gate - Line #9925: Mr. Crump said Ideal Landscape & Concrete submitted a proposal with two options for repairs to the asphalt near the front gate resident's lane. The first option is a patch repair for a cost of \$1,975 and the 2nd option is for a more permanent repair for a cost of \$3,790.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to approve the proposal from Ideal Landscape & Concrete for option 2, the more permanent repair for a cost of \$3,790 to be funded from line #9925. Mr. Crump added that the owners of the Shell Station have agreed to pay for half of the costs since the damaged asphalt is in front of the driveway into the gas station.

Proposal from Ideal Landscape & Concrete to Make the Necessary Asphalt Repairs Near Bldg. 26 - Line #9998: Mr. Crump said the Board needs to approve a proposal from Ideal Landscape & Concrete to make the necessary asphalt repairs near bldg. 26 for a cost of \$35,250.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to approve the proposal from Ideal Landscape & Concrete for a cost of \$35,250 to be funded from line #9998. Mr. Crump added that the roadway near bldg. 26 on Half Moon Lane will need to be closed for a few days for this work to be completed.

Jettering of 2", 3" and 4" Lines - Line #5195: Mr. Crump said Van Go Plumbing submitted a proposal for \$12,320 to roter and jetter the 2", 3", & 4" lines in the garages of the 3-story buildings 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 proposal from Van Go Plumbing for a cost of \$12,320 to be funded from line #5195.

Proposal for Pine Beetle Treatment, Pest Management and Fertilization for Trees - Line #9914: Mr. Crump said Arborwell submitted 3 proposals for the pine beetle treatment, pest management and fertilization of the trees. He said Arborwell's proposals total \$12,462.80 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 proposals from Arborwell for \$12,462.80 to be funded from line #9914.

Authorization for Sunrise Assessment Services to Proceed with Filing Notice of Delinquent Assessments: Mr. Difuntorum made a motion that was seconded by Mr. Henry and unanimously carried to authorize Sunrise to proceed with filing Notice of Delinquent assessments for TS#s 19663, 19664, 19665, 19666, 19667, 19669, 19670, 19671.

Announcement of Decisions Made in Executive Session at the January 19, 2017 meeting:

Wrong-Way Driving Violation 382 Imperial Way: Mr. Crump said Ms. Barrios made a motion that was seconded by Mr. Conway and unanimously carried to assess this unit \$100 for the wrong-way driving violation due to the safety hazard involved.

Wrong-Way Driving Violation 368 imperial Way: Mr. Crump said Ms. Barrios made a motion that was seconded by Mr. Conway and unanimously carried to assess this unit \$100 for the wrong-way driving violation due to the safety hazard involved.

Oversized Pet Violation - 355 Half Moon Lane: Mr. Crump said the Board agreed by consensus to defer this violation until the February meeting to allow more information and documents to be submitted regarding the two dogs.

Parking Violation - 397 Imperial Way: Mr. Crump said Ms. Difuntorum made a motion that was seconded by Mr. Conway and unanimously carried to assess this unit \$50 for the repeated parking violation as this is a violation of the parking rules.

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

Patio Violation - 365 Half Moon Lane: Mr. Crump said Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the patio violation since it is an infraction of the Architectural Do's and Don'ts.

Patio Violation - 365 Half Moon Lane: Mr. Crump said Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the patio violation since it is an infraction of the Architectural Do's and Don'ts.

Balcony Violation - 371 Imperial Way: Mr. Crump said Ms. Difuntorum made a motion that was seconded by Ms. Barrios 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.

Patio Violation - 355 Half Moon Lane: Mr. Crump said Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the patio violation since it is an infraction of the Architectural Do's and Don'ts.

Authorization for Berding & Weil to Record 2 Separate Liens for A.P.N. #101-070-440 for Delinquent Assessments: Mr. Crump said Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to authorize Berding & Weil to record 2 separate liens for A.P.N. #101-070-440.

Authorization for Sunrise to Proceed with Recording Notice of Defaults for TS#s 19620M, 19649, 19650, 19651: Mr. Crump said Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to authorize Sunrise Assessment Services to proceed with recording notice of defaults for the TS#s listed.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Thursday, April 20, 2017 at 5:45pm for Pre-Board Session, 6:15pm for Executive Session, 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 7:10pm.