

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

June 21, 2018

Present:

Mr. Rick Crump, President, Ms. Rose Barrios, Treasurer, Ms. Alaina Bevis, Secretary, Ms. Mary Slade, Vice President and Ms. Sharon Singletary, Member

Also Present:

Ms. Rita Nicolas of Common Interest Management Services.

Executive Session:

The Board reviewed reported violations and made their decisions accordingly.

Open Forum:

A resident from bldg. 4 addressed the Board regarding the excessive noise coming from other units in the building and how he would like to see all noise complaints treated the same and that the guards address all noise issues in the same manner whether it be stereo noise, loud parties, residents rooting during sporting events, etc. The Board agreed that all noise complaints should be treated the same and that the office will address this with the guards.

A residents from bldg. 10 addressed the Board regarding his vehicle's windshield being vandalized near the compactor area on Half Moon Lane and that he would like to see additional lighting in this area. The Board said this would be addressed.

A resident from bldg. 5 addressed the Board regarding Board member procedures, the tennis court garage structure and management personnel. He asked for the Engineer's report on the tennis court structure and Ms. Nicolas said she would provide it to him.

Reading, Correcting and Approving Minutes:

The minutes of May 17, 2018 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 May 31, 2018: The Board acknowledged receipt of the financial statement ending May 31, 2018 as prepared by Bautista & Co. which reflects a monthly surplus of \$11,158, an ending cash balance of \$1,844,393 and total investments of \$1,415,040 which is designated to reserves.

Unfinished Business:

Ratification of Window/Door Installations: Mr. Crump said the Board needs to ratify the window and door installations at 397 Imperial Way #241, 397 Imperial Way #141 and 397 Imperial Way #337.

Ms. Slade made a motion that was seconded by Ms. Bevis and unanimously carried to ratify the window and door installations at the units mentioned.

Ratification of Proposal from Ideal Landscape and Concrete for Pot Hole Repairs - Line #9925: Mr. Crump said the Board needs to ratify the proposal from Ideal Landscape & Concrete to repair the damaged asphalt along the roadway on Half Moon Lane near the tennis courts.

Ms. Singletary made a motion that was seconded by Ms. Slade and unanimously carried to ratify the proposal from Ideal Landscape & Concrete for a cost of \$6,825 to be funded from line #9925

New Business:

Landscape Services Renewal Proposal - Cagwin & Dorward - Line #5140: Mr. Crump said Cagwin & Dorward submitted a renewal proposal to provide landscaping services for a cost of \$9,129 per month July 1, 2018 through June 30, 2019. The cost reflects no increase from last year's cost.

Ms. Barrios made a motion that was seconded by Ms. Slade and unanimously carried to approve the proposal from Cagwin & Dorward for a cost of \$9,129 per month to be funded from line #5140.

Approval of Phase 7 Pacific Nursery Plant Order and Costs for In-fill Plants - Line #9915: Mr. Crump said the Board needs to approve the costs from Pacific Nursery for the phase 7 in-fill plants for a total cost of \$2,368.62.

Ms. Singletary made a motion that was seconded by Ms. Bevis and unanimously carried to approve the plant costs from Pacific Nursery for Phase 7 in-fill planting for a cost not to exceed of \$2,368.62 to be funded from line #9915.

Approval of Change Order #002 from Cagwin & Dorward for In-fill Planting for Phase 7 - Line #9915: Mr. Crump said Cagwin & Dorward submitted a change order proposal for the in-fill planting during the phase 7 work for a cost of \$4,130 that needs to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Barrios and unanimously carried to approve the change order from Cagwin & Dorward for a cost of \$4,130 to be funded from line #9915.

Approval of Proposal from Norman Hooks for Architectural Services for Deck Stack Package #22 - Line #9722: Mr. Crump said Norman Hooks submitted a proposal to provide the architectural services for deck stack package #22 for 2018-2019 for a cost of \$14,850.

Ms. Singletary made a motion that was seconded by Ms. Bevis and unanimously carried to approve the proposal from Norman Hooks for a cost of \$14,850 to be funded from line #9722.

Proposal from Commercial Energy: Mr. Crump said Commercial Energy submitted a renewal proposal for the purchase of natural gas. He said they are recommending the same method for the coming year which is the collared price.

Ms. Bevis made a motion that was seconded by Ms. Slade and unanimously carried to approve the proposal Commercial Energy for the collared price method.

Proposal from Arborwell for Additional Tree Work for 2018-2019 - Line #9914: Mr. Crump said Arborwell submitted a proposal for additional tree work for 2018-2019 for a cost of \$10,197 that needs to be approved by the Board.

Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to approve the proposal from Arborwell for a cost of \$10,197 to be funded from line #9914.

Announcement of Decisions Made in Executive Session at the May 17, 2018 meeting:

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

Patio Violation - 387 Imperial Way: Ms. Barrios made a motion that was seconded by Ms. Singletary 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.

Storage Locker Violation - 371 Imperial Way: Ms. Barrios made a motion that was seconded by Ms. Singletary and unanimously carried to assess this unit \$50 for the storage locker violation since it is an infraction of the Architectural Do's and Don'ts.

Patio Space Violation - repeat - 389 Half Moon Lane: Ms. Barrios made a motion that was seconded by Ms. Slade and unanimously carried to assess this unit \$100 for the repeat patio violation since it is an infraction of the Architectural Do's and Don'ts.

Balcony Violation - repeat -373 Half Moon Lane: Ms. Barrios made a motion that was seconded by

Ms. Slade and unanimously carried to assess this unit \$100 for the repeat balcony violation since it is an infraction of the Architectural Do's and Don'ts.

Authorization for Sunrise to File Notice of Defaults for TS#s 20087, 20088, 20089, 20090, 20091: Ms. Bevis made a motion that was seconded by Ms. Singletary and unanimously carried to authorize Sunrise Assessment Services to proceed to file 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, July 19, 2018 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 7:15pm.