

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

January 16, 2019

The meeting was called to order by President, Rick Crump at 5:45pm in the billiard room. The Board agreed by consensus to authorize Rick Crump to approve drawings and plans to be submitted to the City for a proposed ramp to be installed at an owner's expense and that this will be ratified at the February Board Meeting.

Present:

Mr. Rick Crump, President, Ms. Alaina Bevis, Secretary, Ms. Rose Barrios, Treasurer, 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 and discussed violations and authorization forms from Sunrise Assessment Services and made its decisions accordingly.

The minutes of November 28, 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 December 31, 2018: The Board acknowledged receipt of the financial statement ending December 31, 2018 as prepared by Bautista & Co. which reflects a monthly surplus of \$12,065, an ending cash balance of \$1,473,288 and total investments of \$1,152,007 which is designated to reserves.

Financial Statement Ending November 30, 2018: The Board acknowledged receipt of the financial statement ending November 30, 2018 as prepared by Bautista & Co. which reflects a monthly deficit of \$34,264, an ending cash balance of \$1,578,764 and total investments of \$1,384,458, 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 368 Imperial Way #329.

Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to ratify the window and door installation at the unit listed.

Ratification of Proposals from Ideal Landscape for Asphalt Repairs - Line #9925: Mr. Crump said the Board needs to ratify the proposals from Ideal Landscape & Concrete for \$6,990 to repair the asphalt near the Clubhouse and \$3,860 to repair the asphalt on Imperial Way near the Shell Station for a total of \$10,850.

Ms. Bevis made a motion that was seconded by Ms. Singletary and unanimously carried to ratify the proposals from ideal Landscape & Concrete for a total cost of \$10,850 to be funded from line #9925.

New Business:

Proposed Parking Rule Changes: Mr. Crump said the Board needs to review the revised Parking Rule Changes that it proposes to formally adopt at the February 20, 2019 Board Meeting. He said

the proposed changes include additional 24 hour spaces that were approved previously, but not included in the written rules booklet and also changing the 72 hour parking outside the clubhouse to 24 hour parking with 4 spaces being Staff Parking Only Monday - Friday from 7:00am - 6:00pm (excluding holidays).

Ms. Slade made a motion that was seconded by Ms. Singletary and unanimously carried to approve the draft of the proposed rules to be formally approved at the February Board Meeting.

Proposal from Cagwin & Dorward to Install Cobbles and Mulch near Pond - Line #9915: Mr. Crump said Cagwin & Dorward submitted a proposal to install cobble and mulch near the upper pond for a cost of \$3,510 which needs to be approved by the Board.

Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to approved the proposal from Cagwin & Dorward for a cost of \$3,510 to be funded from line #9915.

Audit Proposal for 2018-2019 - Takemoto & Co. - Line #5002: Mr. Crump said Takemoto & Co. submitted a proposal for \$4,850 to prepare the 2018-2019 audit and taxes which represents no increase from the previous years and needs to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Bevis and unanimously carried to approve the proposal from Takemoto & Co. for a cost of \$4,850

Authorization to Proceed with Recording Notice of Delinquent Assessments: Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to authorize Sunrise Assessment Services to record a Notice of Delinquent Assessments for APN# 101-280-180.

Announcement of Decisions Made in Executive Session at the November 28, 2018 meeting:

Wrong-Way Driving Violation - 371 Imperial Way: Mr. Crump announced that this matter will be deferred to the January meeting since both parties were out of town and unable to attend the meeting this month.

Parking Space Violation - 387 imperial Way: Mr. Crump said Ms. Slade made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the parking space violation since it is an infraction of the Architectural Do's and Don'ts.

Authorization for Sunrise to Record Notice of Delinquent Assessments for APN #101-280-180:

Mr. Crump said Ms. Barrios made a motion that was seconded by Ms. Slade and unanimously carried to authorize Sunrise Assessments Services to proceed with recording a Notice of Delinquent Assessments for the APN# listed.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Thursday, February 20, 2019 at 6:45pm for Open Forum and 7:00pm for the Regular Meeting.

Adjournment:

There being no further business to come before the Board and due to the bad storm, the Regular Meeting adjourned at 6:50pm.