

# CROWN COLONY HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS' MEETING

September 18, 2019

The meeting was called to order by Vice President, Mary Slade at 5:45pm in the Clubhouse and Mr. Chris Palmer and Mr. John Uhl, of Risk Strategies and Mr. John Takemoto, Auditor, met with the Board to discuss the renewal insurance for 2019-2020 and the 2018-2019 audit.

### **Present:**

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

### **Also Present:**

Ms. Rita Nicolas of Common Interest Management Services

### **Absent:**

Mr. Crump, President

### **Executive Session:**

The Board reviewed and discussed violations and made its decisions accordingly.

### **Open Forum:**

A resident addressed the Board regarding the proposed parking structure and why it is taking so long to have meetings regarding it. The Board explained to the owner that the clubhouse heater is in the process of being installed and the meetings would be scheduled soon. He also expressed that he knows of only one person that is in favor of the proposed garage and that it should not be built. The Board advised the resident that this matter would be going out for a vote of all the members.

### **Reading, Correcting and Approving Minutes:**

The minutes of August 21, 2019 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 August 31, 2019:** The Board acknowledged receipt of the financial statement ending August 31, 2019 as prepared by Bautista & Co. which reflects a monthly surplus of \$12,165.80, an ending cash balance of \$1,670,002 and total investments of \$1,403,932 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 Change Order - Cagwin & Dorward - Line #9915:** Ms. Slade said the Board needs to ratify the Change Order from Cagwin & Dorward for a french drain installation during the Phase 8 planting for a cost of \$7,946.

Ms. Singletary made a motion that was seconded by Ms. Bevis and unanimously carried to ratify the change order from Cagwin & Dorward for a cost of \$7,946 to be funded from line #9915.

### **New Business:**

**Renewal of Insurance Coverage for 2019-2020 - Line #5020:** Ms. Slade said Risk Strategies

submitted a proposal for \$359,029 for the insurance renewal for 2019-2020 which needs to be approved by the Board. Ms. Nicolas added that the flood insurance premiums totaling \$4,464 for the 4 buildings with flood insurance need to be added to the premium total for a total cost of \$363,493.

Ms. Singletary made a motion that was seconded by Ms. Barrios and unanimously carried to approve the insurance renewal from Risk Strategies for a total cost of \$363,493 to be funded from line #5020.

**Approval of 2018-2019 Audit - John Takemoto & Co.:** Ms. Slade said the Board needs to approve the Audit that was prepared by John Takemoto & Co and reviewed with him during the pre-Board session.

Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to approve the 2018-2019 audit as presented by John Takemoto & Co.

### **Announcement of Decisions Made in Executive Session at the August 21, 2019 meeting:**

**Excessive Noise Violation - 377 Mandarin Dr.:** Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to hold in abeyance a fine of \$50 for the excessive noise violation and that if the tenants move by September 30, 2019, the fine will be waived.

**Pet Rule Violation - 377 Mandarin Dr.:** Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to hold in abeyance a fine of \$50 for the pet violation and that if the tenants move by September 30, 2019, the fine will be waived.

**Wrong-Way Driving Violation - 395 Imperial Way:** Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$100 for the wrong-way driving violation due to the safety hazard involved.

**Wrong-Way Driving Violation - 370 Imperial Way:** Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$100 for the wrong-way driving violation due to the safety hazard involved.

### **Time, Date and Place of Next Regularly Scheduled Meeting:**

Ms. Slade announced the next Regularly Scheduled Meeting will be held on Wednesday, October 16, 2019 at 6:30pm for Open Forum and 6:45pm for the Regular Meeting.

### **Adjournment:**

There being no further business to come before the Board, the Regular Meeting adjourned at 7:10pm.