

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

February 17, 2021

The meeting was called to order via zoom by President, Rick Crump at 1:05pm.

Present:

Mr. Rick Crump, President, Ms. Rose Barrios, Treasurer, Ms. Mary Slade, Vice President and Ms. Emily Newell, Member

Also Present:

Ms. Rita Nicolas of Common Interest Management Services

Absent:

Ms. Alaina Bevis, Secretary

Executive Session:

The Board reviewed and discussed washer/dryer installation requests, a vehicle charging station request and Authorization Forms from Sunrise Assessment Services and made its decisions accordingly.

Reading, Correcting and Approving Minutes:

The minutes of January 20, 2021 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, 2021: The Board acknowledged receipt of the financial statement ending January 31, 2021 as prepared by Bautista & Co. which reflects a monthly surplus of \$41,898.47 ending cash balance of \$1,917,215 and total investments of \$1,737,562 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:

No Business

New Business:

Authorization of Board Election by Acclamation - 41st Annual Meeting: 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, Alaina Bevis and Rick Crump elected by Acclamation for the 41st Annual Meeting for 2021-2023.

Ms. Barrios made a motion that was seconded by Ms. Newell and unanimously carried to declare the two nominees elected by acclamation.

Adoption of Resolution of IRS Ruling 70-604: Mr. Crump said the Board needs to adopt the resolution for IRS Revenue Ruling 70-604.

Ms. Newell made a motion that was seconded by Ms. Barrios and unanimously carried to approve the adoption of IRS Revenue Ruling 70-604 regarding excess income.

Proposals for Thrip and Pine Beetle Treatment and Pest Management (IPM) - Line #9914: Mr. Crump said Arborwell submitted 3 proposals for the thrip treatment for a cost of \$4,690, the pine beetle treatment for a cost of \$6,400.80 and pest management for a cost of \$4,485.44. He said Arborwell's proposals total \$15,576.24 which needs to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Newell and unanimously carried to approve the proposals from Arborwell for a total cost of \$15,576.59 to be funded from line #9914.

Proposal for Annual Irrigation Repairs - Cagwin & Dorward - Line #9913: Mr. Crump said Cagwin & Dorward submitted a proposal for \$5,000 for the annual irrigation repairs which need to be approved by the Board.

Ms. Newell made a motion that was seconded by Ms. Slade and unanimously carried to approve the proposal from Cagwin & Dorward for a cost of \$5,000 to be funded from line #9913.

Proposal from PRG Construction for Deck Stack Package #24 - Line #9707: Mr. Crump said PRG Construction submitted a proposal for \$175,000 for the deck stack package #24 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 proposal from PRG Construction for a cost of \$175,000 to be funded from line #9707.

Proposal from Transbay Elevator Co. for Pump repairs at bldg. 12 - Line #9905: Mr. Crump said Transbay Elevator Co. submitted a proposal for \$12,280 to make the necessary pump repairs at bldg. 12 elevator which needs to be approved by the Board.

Ms. Barrios made a motion that was seconded by Ms. Newell and unanimously carried to approve the proposal for \$12,280 to be funded from line #9905.

Proposal from Transbay Elevator Co. for Pump Parts for Stock - Line #9905: Mr. Crump said Transbay Elevator Co. submitted a proposal for \$5,950 for pump parts to keep in stock for future failures which need to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Barrios and unanimously carried to approve the proposal for \$5,950 to be funded from line #9905.

Authorization for Sunrise Assessment Services to Proceed with Filing Notice of Delinquent Assessments: Ms. Newell made a motion that was seconded by Ms. Slade and unanimously carried to authorize Sunrise to proceed with filing Notice of Delinquent assessments for APN#s 101-120-070, 101-030-240.

Announcement of Decisions Made in Executive Session at the January 20, 2021 meeting:

Excessive Noise Violation - 376 Imperial Way: Mr. Crump said Ms. Slade made a motion that was seconded by Ms. Barrios and unanimously carried that after lengthy discussion and since it is difficult to prove the accusations regarding the noise reported and difficult for the Board to take any action, that the Board's decision was that both parties seek assistance from the Peninsula Conflict Resolution Center in San Mateo County.

Authorization for Sunrise to Proceed with Recording Notice of Defaults for TS#s 20920: Mr. Crump said Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to authorize Sunrise Assessment Services to proceed with recording Notice of Defaults 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 Wednesday, April 21, 2021 and time and place to be determined.

Adjournment:

There being no further business to come before the Board, the Regular Meeting adjourned at 1:20pm.