

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

July 21, 2021

The meeting was called to order by President Rick Crump via Zoom at 12:30pm.

Present:

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

Also Present:

Ms. Rita Nicolas and Ms. Maj Messiah of Common Interest Management Services.

Executive Session:

The Board reviewed a request to install a washer and dryer unit and a parking space violation and made their decisions accordingly.

Open Forum:

Mr. Crump announced that a lengthy email was sent to the HOA Office from an owner with some concerns and suggestions which the Board reviewed and will ask Management to respond back to this owner.

Reading, Correcting and Approving Minutes:

The minutes of June 16, 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 June 30, 2021: The Board acknowledged receipt of the financial statement ending June 30, 2021 as prepared by Bautista & Co. which reflects a monthly surplus of \$19,100.95, an ending cash balance of \$2,282,653.73 and total investments of \$2,040,450.96 which is designated to reserves.

Unfinished Business:

Ratification of Underground Pipe Break Repair - Master Plumbing - Line #9953: Mr. Crump said Master Plumbing submitted a proposal to make the necessary plumbing repairs at Bldg. 18-3 for a cost of \$7,800 which needs to be ratified by the Board.

Ms. Slade made a motion that was seconded by Ms. Bevis and unanimously carried to ratify the proposal for a cost of \$7,800 to be funded from line #9953.

Ratification of Proposal from Cagwin & Dorward for Clean up Work behind bldgs. 24, 25 & 26 - Line #9915. Mr. Crump said Cagwin & Dorward submitted a proposal for \$4,250 to do clean up work behind bldgs. 24, 25 & 26 to be funded from line #9915.

Ms. Newell made a motion that was seconded by Ms. Bevis and unanimously carried to ratify the proposal from Cagwin & Dorward for a cost of \$4,250 to be funded from line #9915.

Ratification of Proposal from Transbay Elevator Co. for Work at Bldg. 7-395 Side Elevator - Line #9905: Mr. Crump said Transbay Elevator Co. submitted a proposal for \$7,860 to make the necessary repairs to the elevator at bldg. 7 - 395 side which included a motor, starter, jack head

packing, removal of oil and replacement of new oil and replacement of broken travel cable support which needs to be ratified by the Board.

Ms. Slade made a motion that was seconded by Ms. Barrios and unanimously carried to ratify the proposal from Transbay Elevator Co. for a cost of \$7,860 to be funded from line #9905.

Ratification of Window and Door Installations: Mr. Crump said the Board needs to ratify the window and door installation at 391 Mandarin Dr, #106.

Ms. Bevis made a motion that was seconded by Ms. Newell and unanimously carried to ratify the window and door installation at 391 Mandarin Dr. #106.

New Business

Annual Jettering Proposal - All Clear Plumbing - Line #5195: Mr. Crump said All Clear Plumbing submitted a proposal for the annual jettering at the 3-story buildings for a cost of \$21,400 which will include the 2", 3" & 4" lines in the garage, the garage floor clean outs and the manholes on Imperial Way and Mandarin Dr. which needs to be approved by the Board.

Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to approve the proposal from All Clear Plumbing for a cost of \$21,400 to be funded from line #5195 & 9952.

Proposal from Ideal Landscape for Asphalt Repairs near bldg. 25 - Line #9925: Mr. Crump said Ideal Landscape submitted a proposal for 8,995 to repair the damaged asphalt in visitor spaces near bldg. 25 approved by the Board.

Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to approve the proposal from Ideal Landscape for a cost of \$8,995 to be funded from line #9925.

Proposal from Ideal Landscape for Concrete Stair Repairs at Bldg. 18-6 - Line #9711: Mr. Crump said Ideal Landscape submitted a proposal to make the necessary repairs to the concrete stairs at bldg. 18-6 for a cost of \$4,995 which 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 for a cost of \$4,995 to be funded from line #9711.

Announcement of Decisions Made in Executive Session at the June 16, 2021 meeting:

No Business

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Wednesday, August 18, 2021 with time and place to be determined.

Adjournment:

There being no further business to come before the Board, the Regular Meeting adjourned at 1:10pm.

Rick Crump, President

Date