

# CROWN COLONY HOMEOWNERS' ASSOCIATION

## BOARD OF DIRECTORS' MEETING

September 22, 2021

The meeting was called to order by President Rick Crump via zoom at 1:00pm.

### **Present:**

Mr. Rick Crump, President, Ms. Rose Barrios, Treasurer, Ms. Alaina Bevis, Secretary and Ms. Emily Newell, Member.

### **Also Present:**

Ms. Rita Nicolas of Common Interest Management Services

### **Absent:**

Ms. Mary Slade, Vice President

### **Executive Session:**

The Board reviewed a waiver of the pet size rule, a request to install a shower enclosure, a carpet cleaning assessment appeal, a request to install a washer and dryer and two violations and made its decisions accordingly.

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

The minutes of August 18, 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 August 31, 2021:** The Board acknowledged receipt of the financial statement ending August 31, 2021 as prepared by Bautista & Co. which reflects a monthly surplus of \$.10, an ending cash balance of \$2,233,747.07 and total investments of \$1,945,304.81 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 370 Imperial Way #226 and 361 Half Moon Lane #102.

Ms. Newell made a motion that was seconded by Ms. Bevis and unanimously carried to ratify the installation of windows and doors at the units stated.

**Ratification of 2 Sewer Pipe Repair Proposals by All Clear Plumbing at Bldg. 14 - Line #9953:** Mr. Crump said the Board needs to ratify the 2 sewer pipe repair proposals from All Clear Plumbing for a total cost of \$35,570.

Ms. Barrios made a motion that was seconded by Ms. Newell and unanimously carried to ratify the proposals from All Clear Plumbing for a cost of \$35,570 to be funded from line #9953.

**Ratification of Proposal from Cagwin & Dorward to Repair Planter in Bldg. 20 - Line #9915:** Mr. Crump said the Board needs to ratify the proposal from Cagwin & Dorward to repair the planter box in bldg. 20 courtyard during the phase 10 planting work for a cost of \$7,000.

Ms. Bevis made a motion that was seconded by Ms. Barrios and unanimously carried to ratify the proposal from Cagwin & Dorward for a cost of \$7,000 to be funded from line #9915.

## **New Business:**

**Renewal of Insurance Coverage for 2021-2022 - Line #5020:** Mr. Crump said Risk Strategies submitted a proposal for \$494,825.05 for the insurance renewal for 2021-2022 which needs to be approved by the Board. Ms. Nicolas added that the flood insurance premiums totaling \$4,568 for the 4 buildings with flood insurance need to be added to the premium total for a total cost of \$499,393.05.

Ms. Newell made a motion that was seconded by Ms. Bevis and unanimously carried to approve the insurance renewal from Risk Strategies for a total cost of \$499,393.05 to be funded from line #5020.

**Approval of 2020-2021 Audit - John Takemoto & Co.:** Mr. Crump said the Board needs to approve the 2020-2021 Audit that was prepared by John Takemoto & Co.

Ms. Newell made a motion that was seconded by Ms. Bevis and unanimously carried to approve the 2020-2021 audit as presented by John Takemoto & Co.

**Comcast Amendment to Services Agreement:** Mr. Crump said Comcast has submitted an amendment to their 5 year agreement to renew the agreement this year for 5 years through 2026. He said the compensation to the HOA will be a one time payment of \$125 per unit door which will be \$115,000 which needs to be approved by the Board. He said the contingency for the HOA to receive this compensation which is higher than the original offer of \$80,000 is that Comcast would be exclusive with having any marketing brochures and events in the clubhouse.

Ms. Bevis made a motion that was seconded by Ms. Newell and unanimously carried to approve the 5 year amendment from Comcast and the compensation of a one time payment of \$115,000.

## **Announcement of Decisions Made in Executive Session at the August 18, 2021 Meeting:**

**Request to Install a Washer and Dryer - 357 Half Moon Lane:** Ms. Barrios made a motion that was seconded by Ms. Bevis and unanimously carried to approve the installation of a washer and dryer combo at this unit contingent upon the owner following the washer and dryer installation guidelines.

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

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Wednesday, October 20, 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.