

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

February 16, 2022

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

Present:

Mr. Rick Crump, President, 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 and Ms. Rose Barrios, Treasurer

Executive Session:

The Board reviewed a request to install a walk in tub and made their decision accordingly.

Reading, Correcting and Approving Minutes:

The minutes of January 19,2022 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, 2022: The Board acknowledged receipt of the financial statement ending January 31, 2022 as prepared by Bautista & Co. which reflects a monthly surplus of \$8,380.69, an ending cash balance of \$2,214,692.42 and total investments of \$2,192,609.42 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/Sliding Glass Door Replacement: Mr. Crump said the Board needs to ratify the window and sliding door replacement at 370 Imperial Way #252.

Ms. Slade made a motion that was seconded by Ms. Newell to ratify the window and sliding door installation at the unit listed. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

Ratification of Proposals from Ideal Landscape & Concrete - Line 9928: Mr. Crump said Ideal Landscape & Concrete submitted 3 proposals totaling \$22,408 to repair the sidewalk and curb at bldg. 4 where the tree fell for a cost of \$9,960, replace the unsafe walkway near bldg. 24 for a cost of \$7,450 and replace steps at front entrance of bldg. 8 unit #2 due to being unsafe for a cost of \$4,998. Mr. Crump said the proposals were approve so the work can proceed and they need to be ratified by the Board.

Ms. Slade made a motion that was seconded by Ms. Newell to approve the 3 proposals From Ideal Landscape & Concrete totaling \$22,408. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes.

New Business:

Authorization of Board Election by Acclamation - 42nd Annual Meeting: Mr. Crump said since there are three candidates running for three seats and all terms are for the same number of years, the Board may declare the nominees, Rosemarie Barrios, Emily Newell and Mary Slade elected by Acclamation for the 42nd Annual Meeting for 2022.

Ms. Slade made a motion that was seconded by Ms. Newell to elect the 3 nominees. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

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. Slade made a motion that was seconded by Ms. Newell to adopt the resolution. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

Proposals From El Camino Roofing for Townhouse Shingle Replacement at bldgs. 18, 19, 21, 22, 26 & 27 - Line #9946: Mr. Crump said El Camino Roofing submitted 6 proposals to replace the shingles at bldgs. 18, 29, 21, 22, 26 & 27 for a total cost of \$171,585 which needs to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Newell to approve the proposals from El Camino Roofing for a total cost of \$171,585. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

Proposal from Comet Micro Systems for Computer Upgrades - Line #9976: Mr. Crump said Comet Micro Systems submitted a proposal for \$16,376.03 for upgrades to the office main server, TSI server and Fob system which needs to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Newell to approve the proposal from Comet Micro Systems for a cost of \$16,376.03. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

Proposal from Cagwin & Dorward for Irrigation Systems Check - Line #9913: Mr. Crump said Cagwin & Dorward submitted a proposal for \$5,000 for the annual irrigation system check that needs to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Newell to approve the proposal from Cagwin & Dorward for a cost of \$5,000. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

Proposal of Revised Pet Rules Draft to be Adopted at April 20, 2022 Meeting: Mr. Crump said the Board needs to propose the Pet Rules Revision to be published in the newsletter and the website for a 28 day comment period by the owners and then will be formally adopted by the Board at the April 20, 2022 meeting.

Ms. Slade made a motion that was seconded by Ms. Newell to propose the Pet Rules Revision to the owners as written. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously. Mr. Crump thanked Ms. Newell for helping to put the new revised rules together.

Proposal from PRG Construction for Survey/Inspection of Decks/Fire Stairs and Bridges - Line #9723: Mr. Crump said PRG Construction submitted a proposal for \$26,000 to survey and inspect 208 decks stacks, the fire stairs and bridges which need to be approved by the Board.

Ms. Slade made a motion that was seconded by Ms. Newell to approve the proposal from PRG for \$26,000. Mr. Crump voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

Announcement of Decisions Made in Executive Session at the January 19,2022 Meeting:

Authorization for Sunrise to Proceed with Recording Notice of Defaults for TS#s 20920: Mr. Crump said Ms. Slade 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. Mr. Crump voted yes, Ms. Bevis voted yes, Ms. Barrios voted yes, Ms. Slade voted yes and Ms. Newell voted yes and the motion passed unanimously.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Wednesday, April 20, 2022 and time and place to be determined.

Adjournment:

There being no further business to come before the Board, the Regular Meeting adjourned at 1:15pm.

Richard Crump, President

Date