

CROWN COLONY HOMEOWNERS' ASSOCIATION

BOARD OF DIRECTORS' MEETING

July 20, 2017

The meeting was called to order by President, Rick Crump at 6:15pm in the Clubhouse. Mr. Crump announced that Mr. Henry has resigned from the Board due to personal reasons.

Present:

Mr. Rick Crump, President, Ms. Rose Barrios, Treasurer, Ms. Alaina Difuntorum, Secretary

Also Present:

Ms. Rita Nicolas of Common Interest Management Services.

Absent:

Mr. Patrick Conway, Vice President and Mr. James Henry, Member

Open Forum:

A resident from bldg. 4 addressed the Board regarding needing to install an air conditioner at his unit and that it may need to be vented. He mentioned that he does not have all of the info, but when he obtains it, he will bring it to the Board. He also mentioned that there are still bubbles in his toilet and Ms. Nicolas said the plumber was out today and took care of the issue and that she would follow up the next day and get back to him. The Board thanked him for attending

A resident from bldg. 20 addressed the Board regarding parking issues and expressed his concern about several residents not using their assigned parking spaces and instead parking in visitor spaces. He would like to see a rule adopted to enforce using the assigned spaces. He also suggested that each unit only be allowed 2 parking stickers. Mr. Crump said the Board is going to approve a parking committee in the next couple of months and suggested that he join that committee and bring his ideas at that time. The Board thanked him for attending.

A resident from bldg. 5 addressed the Board regarding the trees belonging to Cal Trans along Half Moon Lane and that Cal Trans advised him they would be trimming those trees and he wanted to know how to direct them to do so. Ms. Nicolas said that is an HOA matter and he should refer them to the HOA office and that he should not be interfering with Association business. At this time, the Board thanked him for attending.

A resident from bldg. 17 addressed the Board regarding the recyclable items being left in the garage near the garbage room doors and how the garbage company is compacting these items rather than them being recycled. She suggested that more recyclable bins be available to residents in more convenient locations. She also suggested residents be reminded to pick up the blue recycle bags from the HOA office to use to dispose their recyclables. She was also concerned with the amount of cardboard being compacted instead of recycled. The Board said this would be looked into and thanked her for attending the meeting.

Executive Session:

The Board reviewed a request to approve a service dog and reported violations and made their decisions accordingly.

Reading, Correcting and Approving Minutes:

The minutes of June 15, 2017 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, 2017: The Board acknowledged receipt of the financial statement ending June 30, 2017 as prepared by Bautista & Co. which reflects a monthly surplus of \$7,840.96, an ending cash balance of \$1,719,988 and total investments of \$1,540,330 which is designated to reserves.

Unfinished Business:

Ratification of Window/Door Installations: Mr. Crump said the Board needs to ratify the window and door installation at 397 Imperial Way #101.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to ratify the window and door installations at the units mentioned.

Ratification of Stand Pipe Repair - Station 1 Fire Protection - Line #9973: Mr. Crump said the Board needs to ratify the invoice from Station 1 Fire Protection for \$3,033.83 to replace a rusted out standpipe at bldg. 17.

Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to ratify the proposal from Station 1 Fire Protection for a cost of \$3,033.83 to be funded from line #9973.

New Business:

Proposal from Pacific Signaling for Fire Alarm System Upgrades - Line #9972: Mr. Crump said Pacific Signaling submitted a proposal for \$31,443 to upgrade the fire alarm system at bldg. 20 with a new panel for a cost of \$16,876 and new addressable smoke detectors, heat detectors and relay for both elevators for a cost of \$14,567 which needs to be approved by the Board.

Ms. Barrios made a motion that was seconded by Ms. Difuntorum and unanimously carried to approved the proposal from Pacific Signaling for a cost of \$31,443 to be funded from line #9972.

Proposal from Pro-Sweep for Garage Sweeping Services - Line #5145: Mr. Crump said Pro-Sweep submitted a proposal to provide the sweeping services to the 12 garages for a cost of \$5,220 which needs to be approved by the Board.

Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to approve the proposal from Pro-Sweep for a cost of \$5,220 to be funded from line #5145.

Legal Services Plan Renewal - Berding & Weil - Line #5025: Mr. Crump said Berding & Weil submitted their renewal proposal for the Legal Services Plan and will not be charging the Association the normal cost of \$3,000 this year.

Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to approve the proposal from Berding & Weil for no cost this year.

Announcement of Decisions Made in Executive Session at the June 15, 2017 meeting:

Balcony Violation - 395 Imperial Way #208: Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the balcony violation since it is an infraction of the Architectural Do's and Don'ts.

Balcony Violation - 395 Imperial Way #113: Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the balcony violation since it is an infraction of the Architectural Do's and Don'ts.

Balcony Violation - 395 Imperial Way #115: Ms. Difuntorum made a motion that was seconded by Ms. Barrios and unanimously carried to assess this unit \$50 for the balcony violation since it is an infraction of the Architectural Do's and Don'ts.

Time, Date and Place of Next Regularly Scheduled Meeting:

Mr. Crump announced the next Regularly Scheduled Meeting will be held on Thursday, August 17, 2017 at 6:45pm for Open Forum and 7:00pm for the Regular Meeting.

Adjournment:

There being no further business to come before the Board, the Regular Meeting adjourned at 7:15pm.