

**MINUTES**  
CROWN POINTE COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
MAY 17, 2018

DIRECTORS PRESENT:

Debbie Fallon, Billie Hastings, Marilyn Whitcomb

DIRECTOR ABSENT:

Kevin Dickson

CANNON MANAGEMENT:

Trina Blair

CALL TO ORDER:

The meeting was called to order at 6:30 P.M. at The Long Beach Petroleum Club located at 3636 Linden Avenue, Long Beach, CA 90807. A quorum was present.

HOMEOWNER FORUM:

Introductions were made and homeowners present were given an opportunity to speak and ask questions of the Board.

REVIEW OF MINUTES:

The Board reviewed the minutes from the May 18, 2017 and April 19, 2018 meetings. The minutes were approved as submitted.

FINANCIAL:

The Board reviewed the April financial statements. The financial statements were accepted subject to review by the Association's CPA.

The Board asked Cannon Management to provide the detail for the expenses reflected in November for account #51010 "Miscellaneous" in the amount of \$1,599.93.

The Board reviewed several water bills from the City of Long Beach and a graph tracking the usage and cost. The Board indicated no further action was necessary. [Reference: May 2018 Management Report Pages 37-46]

The Board reviewed correspondence from Trina Blair regarding an insurance claim for the Silk Oak tree that fell on Edith Way. The Board asked Cannon Management to follow up on the status of the claim and to provide an update during the next meeting. [Reference: May 2018 Management Report Pages 47-56]

The Board reviewed correspondence from Rose Purmort with Cannon Management regarding reserve reimbursements. The Board approved for the following transactions to be reimbursed from the Association's reserve account to the operating account:

- #72088 – Installation of LED ground light fixtures completed by Horizon Lighting in the amount of \$2,476;
  - #72090 – Replacement of conduit in the alley completed by Horizon Lighting in the amount of \$3,335; and
  - #72086 – Replacement of the bulletin board completed by HD Supply Facilities in the amount of \$425.79.
- Cannon Management will hand carry a transfer letter to the next scheduled board meeting.

[Reference: May 2018 Management Report Pages 57-58]

DELINQUENCIES:

Cannon Management updated the Board on delinquency issues. The Board indicated no further action was necessary. [Reference: May 2018 Management Report Page 60]

During the April Executive Session meeting, the Board approved to initiate an action to seek an order for the judicial foreclosure of the Association's lien and money judgment against parcel number #7140-009-074. [Reference: May 2017 Management Report Pages 164-166]

#### LANDSCAPE MATTERS:

The Board reviewed the April quality site assessment from BrightView Landscape Services, the Association's landscape maintenance vendor. The Board asked Cannon Management to request that the vendor provide an update in writing on the completed/pending items. [Reference: May 2018 Management Report Pages 62-73]

The Board reviewed (but tabled) several proposals from BrightView Landscape Services to replace the Silk Oak tree on Edith Way. Cannon Management will republish these proposals in the next management report. [Reference: May 2018 Management Report Pages 74-78]

#### MAINTENANCE MATTERS:

The Board reviewed (but did not approve) several proposals from Horizon Lighting to clean each light fixture. The Board asked Cannon Management to request that the vendor clean all of the common area lights for a cost not to exceed \$1,120. [Reference: May 2018 Management Report Pages 79-82]

The Board reviewed (but tabled) correspondence regarding revising the Association's paint colors. The Board asked Cannon Management to contact a representative with Sherwin-Williams to draft formal color schemes for the community. [Reference: May 2018 Management Report Pages 83-86]

The Board reviewed (but tabled) a proposal from International Paving Services to remove/replace a section of concrete on Avery in the amount of \$2,925. Cannon Management will republish this proposal in the next management report. [Reference: May 2018 Management Report Pages 87-89]

#### RATIFICATION OF DECISIONS:

The Board reviewed (and ratified) the following approved matters:

- Common area insurance which was approved by Directors Dickson and Whitcomb via email between meetings on May 2, 2018; and
- Replacement delivery sign from Creative Outdoor Advertising in the amount of \$38.06 which was approved by Trina Blair between meetings on April 26, 2018.

[Reference: May 2018 Management Report Pages 90-94]

#### ADJOURN TO EXECUTIVE SESSION:

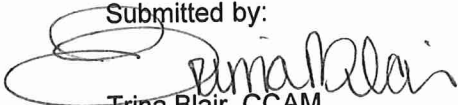
The Board met in Executive Session at the last regularly scheduled Board Meeting to address the following:

- Review (and approval) of previous minutes;
- Homeowner delinquencies;
- Homeowner correspondence;
- Disciplinary issues for homeowners alleged to be in violation of the governing documents;
- Legal issues (if any); and
- Any other issues that may be lawfully addressed in Executive Session

ADJOURNMENT:

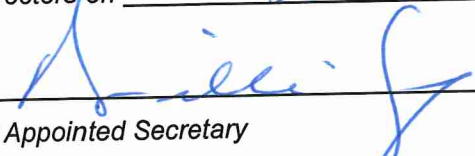
The meeting was adjourned at 6:57 P.M. The next meeting is scheduled for 6:00 P.M. on Thursday, June 21, 2018 at The Long Beach Petroleum Club located at 3636 Linden Avenue, Long Beach, CA 90807.

Submitted by:

  
Trina Blair, CCAM  
Cannon Management

**CERTIFICATION BY SECRETARY:**

I, Billie Hastings, am the duly appointed Secretary of Crown Pointe Community Association, Inc. and hereby certify that these minutes were approved by the Association's Board of Directors on 6-21-18.

  
Duly Appointed Secretary  
Crown Pointe Community Association, Inc.