

**MINUTES**  
CROWN POINTE COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
OCTOBER 18, 2018

DIRECTORS PRESENT:

Kevin Dickson, Debbie Fallon, Billie Hastings

DIRECTORS ABSENT:

Marchette Hogan-McCullough, Marilyn Whitcomb

CANNON MANAGEMENT:

Trina Blair

CALL TO ORDER:

The meeting was called to order at 6:01 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 September meeting. The minutes were approved as submitted.

FINANCIAL:

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

The Board reviewed several water bills from the City of Long Beach and a graph tracking the usage and cost. The Board indicated that no further action was necessary. [Reference: October 2018 Management Report Pages 30-39]

The Board reviewed correspondence from Rose Purmort with Cannon Management regarding reserve reimbursements. The Board approved to reimburse transaction #78970 for exterior common area painting completed by Fox Painting in the amount of \$750 from the Association's reserve account to the operating account. Cannon Management will publish a transfer letter in the next management report. [Reference: October 2018 Management Report Pages 40-41]

The Board asked Cannon Management to continue holding payment due to lack of service for the following invoices from BrightView Landscape Services, the Association's landscape maintenance vendor:

- #5845052 for various plant enhancements throughout the Association in the amount of \$7,300.18; and
- #5962182 for October landscape maintenance in the amount of \$6,300.

DELINQUENCIES:

Cannon Management updated the Board on delinquency issues. The Board indicated that no further action was necessary. [Reference: October 2018 Management Report Page 43]

ALC APPLICATIONS:

The Board reviewed (and approved) the following hand carried ALC Applications:

- 4015 Marion Way for the installation of new kitchen windows and a patio door; and
- 653 Terrylynn Place for the replacement of their front wrought iron gate.

#### LANDSCAPE MATTERS:

Representatives of several landscape companies were present to discuss their landscape maintenance proposals for the Association. The Board reviewed (and approved) a proposal from S.C. Yamamoto, Inc. for monthly landscape service provided that the vendor is able to revise their proposal to fit the Association's landscape budget of under \$10,000 a month. Additionally, the Board asked Cannon Management to request that the vendor provide a separate line item for the color installation and remove the previously included irrigation repairs forward of the valve. Furthermore, the Board asked Cannon Management to obtain a secondary proposal from Green It Up Landscape if the vendor is unable to meet the Board's budget. Lastly, the Board asked Cannon Management to send a termination notice to BrightView Landscape Services so that the new vendor can start effective November 1, 2018. [Reference: October 2018 Management Report Pages 50-121]

The Board reviewed (but did not approve) a hand carried proposal from Salco Landscape Services, Inc. for monthly landscape maintenance in the amount of \$6,448.

The Board asked Cannon Management to request that the Association's landscape maintenance vendor replace the dead plants at 627 Edith Way and repair the irrigation.

The Board reviewed landscape correspondence from David Evans with BrightView Landscape Service regarding the most recent irrigation audit. The Board indicated that no further action was necessary. [Reference: October 2018 Management Report Pages 48-49]

The Board asked Cannon Management to address the following landscape related matters:

- Move the November landscape walk to Thursday the 29th;
- Obtain a proposal to install drip near 643 Avery; and
- Check the irrigation at the Del Mar island.

#### MAINTENANCE MATTERS:

The Board approved the following with regards to the Association's paint colors:

- Stucco: Oatmeal Cookie;
- Fascia/Trim/Garage Door: Weathered Brown and Buffalo Herd;
- Wrought Iron: Black, Weathered Brown, Buffalo Herd and Shipyard; and
- Remove all of the remaining approved colors for the wrought iron.

Cannon Management will send the proposed/revised paint colors to the membership for the thirty (30) day review period. Additionally, Cannon Management will republish these proposed paint colors in the next management report for approval during the next applicable meeting. [Reference: October 2018 Management Report Page 45]

The Board discussed (but did not approve) glossy as a paint style option.

The Board asked Cannon Management to confirm the Sherwin Williams paint color equivalents prior to sending the proposed/revised paint colors to the membership.

#### OTHER ASSOCIATION RELATED MATTERS:

The Board reviewed (and approved) the revised guest parking rules. Cannon Management will send the revised guest parking rules to the membership for the thirty (30) day review period. Additionally, Cannon Management will republish these revised rules in the next management report for approval during the next applicable meeting. [Reference: October 2018 Management Report Page 46]

The Board reviewed correspondence from Roseanne Zemming regarding the revised exhibit 1 "Reimbursable Expenses." The Board indicated that no further action was necessary. [Reference: October 2018 Management Report Pages 122-123]

The Board reviewed hand carried correspondence from Anabel Perez with the Long Beach Petroleum Club regarding the request for a 2019 meeting room contract. The Board asked Cannon Management to provide an update on whether or not the facilities can be used in 2019 during the November meeting. Cannon Management will publish this correspondence in the next management report.

NOTICE TO HOMEOWNERS:

The Board asked Cannon Management to add to the October draft homeowner notice the following Association related issues:

- Mosquitos/standing water;
- Proposed/revised paint colors and guest parking rules;
- Reminder to pick up after pets; and
- Next scheduled meeting.

ADJOURN TO EXECUTIVE SESSION:

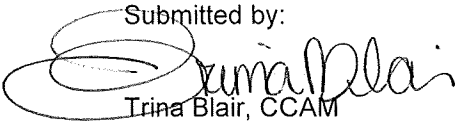
The Board met in Executive Session at the last regularly scheduled Board Meeting to address the following:

- 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 8:10 P.M. The next meeting is scheduled for 6:00 P.M. on Thursday, November 15, 2018 at The Long Beach Petroleum Club located at 3636 Linden Avenue, Long Beach, CA 90807.

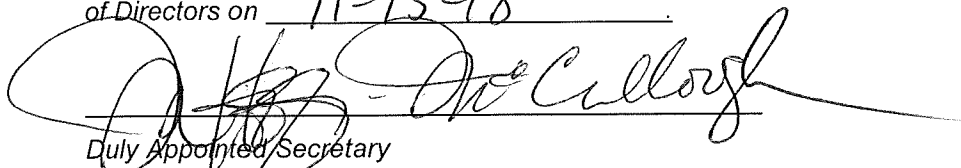
Submitted by:



Trina Blair, CCAM  
Cannon Management

CERTIFICATION BY SECRETARY:

I, Michelle Hagan-McCollough, 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 11-15-18.



Duly Appointed Secretary  
Crown Pointe Community Association, Inc.