

MINUTES
CROWN POINTE COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
FEBRUARY 21, 2019

DIRECTORS PRESENT:

Kevin Dickson, Debbie Fallon, Billie Hastings, Marchette Hogan-McCullough

DIRECTOR ABSENT:

Marilyn Whitcomb

CANNON MANAGEMENT:

Trina Blair

CALL TO ORDER:

The meeting was called to order at 6:05 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 January meeting. The minutes were approved as submitted.

FINANCIAL:

The Board reviewed the January 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: February 2019 Management Report Pages 40-49]

The Board reviewed (and approved) to issue payment on hand carried invoice #54397 from Salco Landscape Services, Inc. for January services, irrigation repairs, insect treatment, tree removal/staking and dump fees in the amount of \$10,144.65. The Board asked Cannon Management to prepare a reserve transfer letter for the reimbursable expenses to be signed at the next meeting.

The Board reviewed (and approved) a hand carried proposal from Reserve Studies, Inc. to update the Associations' reserve study in the amount of \$630. Cannon Management will publish the hand carried proposal and draft reserve study in the next management report.

The Board approved to create a social committee line item on the new budget with a monthly contribution in the amount of \$100.

DELINQUENCIES:

Cannon Management updated the Board on delinquency issues. The Board indicated no further action was necessary. [Reference: February 2019 Management Report Page 52]

MAINTENANCE MATTERS:

The Board approved an amount not to exceed \$250 for Keith Huff & Company Cleaning to remove paint tape residue from the light posts throughout the community. The Board asked Cannon Management to request that the vendor contact Director Fallon to retrieve a chemical that is successful at removing the tape without damaging the paint on the light posts as they are new.

The Board asked Cannon Management to specifically follow up with Benny Olander with Horizon Lighting for the missing fixtures that were asked to be relocated by the Board.

LAND LEASE:

The Board reviewed (and approved) a proposal from Douglas & Associates Real Estate Appraisers to appraise via letter report the land at the main entrance leased by the Association in the amount of \$2,500. [Reference: February 2019 Management Report Pages 54-59]

DIRECTOR ENTERED MEETING:

Director Hogan-McCullough entered the meeting at 6:53 P.M.

LANDSCAPE MATTERS:

The Board asked Cannon Management to confirm how many more dumps fees the Association can anticipate for budget reasons.

The Board reviewed (but tabled) several proposals published and hand carried to trim the large Ash tree located behind 4007 Marion Way. Cannon Management will publish these proposals in the next management report. [Reference: February 2019 Management Report Pages 62-63]

The Board asked Cannon Management to obtain several three (3) year tree trimming plans.

OTHER ASSOCIATION RELATED MATTERS:

The Board reviewed correspondence from The Long Beach Petroleum Club regarding their facilities closing down for remodeling. The Board asked Cannon Management to contact the local police department to confirm if the Association can use their facilities for their monthly meetings. [Reference: February 2019 Management Report Pages 60-61]

The Board asked Cannon Management to add the following topics to the next meeting agenda:

- Silver Maple tree replacement;
- Dead plant replacement near 627 Edith Way;
- Drip installation near 643 Avery Place;
- Appointment of an Inspector of Election; and
- Irrigation repairs.

[Reference: February 2019 Management Report Page 64]

CROWN POINTE AWARENESS TASK FORCE COMMITTEE:

The Board reviewed (and approved) a hand carried Emergency Contact Information notice and form provided by Audria Quillian, Chair of the Crown Pointe Awareness Task Committee. The Board asked Cannon Management to forward the notices to the Board via email and to upload them to the Association's website. Additionally, the Board asked Cannon Management to include the notice with the next three (3) months of invoice notices for homeowners that do not wish to register for the website.

The Board asked Cannon Management to inform the Association's courtesy patrol of the vehicle break-ins on Terrylynn and of the theft at the Association's guard shack. Additionally, the Board asked Cannon Management to change the gate remote programming and to provide notice in advance to the membership. Lastly, the Board asked Cannon Management to install a combo lock on the guard shack.

RATIFICATIONS:

The Board reviewed (and ratified) an approved order from HD Supply Solutions for safety cones and caution tape in the amount of \$77.01 which was approved by Trina Blair via email between meetings on February 13, 2019. [Reference: February 2019 Management Report Pages 65-66]

ADJOURN TO EXECUTIVE SESSION:

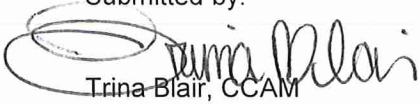
The Board met in Executive Session at the last regularly scheduled Board Meeting to address the following:

- 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:

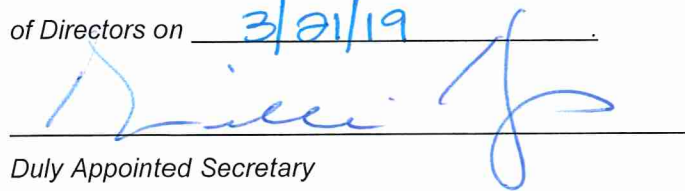
The meeting was adjourned at 7:12 P.M. The next meeting is scheduled for 6:00 P.M. on Thursday, March 21, 2019 at The Long Beach Petroleum Club located at 3636 Linden Avenue, Long Beach, CA 90807.

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 3/21/19.


Duly Appointed Secretary
Crown Pointe Community Association, Inc.