

**CROWN POINTE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**JANUARY 18, 2024**

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CALL TO ORDER:

The meeting was called to order at 6:02 p.m. A quorum of Board members was present.

DIRECTORS PRESENT VIA ZOOM:

President, Marcy Hogan-McCullough, Vice President, Audria Quillian, and Treasurer, Rob Staniford.

DIRECTORS ABSENT:

Secretary, Bonnie Tann

OTHERS PRESENT:

Homeowners Brenda Hanes, Edie and Bob Rosenfield, and Mario Gonzalez and Bali Management representative Debbie Schneider.

HOMEOWNER FORUM:

It was noted that the sprinklers are on every night on the grassy knoll. Bali will contact Brightview Landscaping.

REVIEW OF MINUTES:

A motion was made by Audria Quillian to approve the November 16, 2023 Board meeting Minutes. Seconded by Rob Staniford. Unanimously approved.

FINANCIALS:

California Civil Code 5500 requires that the Board review financial documents and statements on a monthly basis, including the operating accounts, reserves, actual operating revenue and expenses versus the budgeted amounts, account statements, income and expense statements for reserves, check register, monthly general ledger and delinquent assessment A/R report. The Board acknowledged receipt of the Association's financial statement, including the operating accounts, reserves, actual operating revenue and expenses versus the budgeted amounts, account statements, income and expense statements for reserves, check register, monthly general ledger and delinquent assessment A/R report for December 2023. Treasurer Staniford reviewed the statement and noted that there have been a number of landscape extra expenses for broken tree branches and irrigation repairs. A motion was made by Audria Quillian to approve the Financial Statement. Seconded by Marcy Hogan-McCullough. Unanimously approved.

The reserve consultant will be working on the 2024/2025 Reserve Study.

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AWARENESS TASK FORCE COMMITTEE:

Audria Quillian reported that the next Committee meeting will be January 24, 2024.

LANDSCAPE/ARCHITECTURAL COMMITTEE REPORT:

Brenda Hanes gave the Landscape Report. Routine walks of the entire community have occurred since our last reporting. Scheduled Conducted Walks occurred on: December 14, 2023 LAC meeting, January 5, 2024 LAC meeting, January 9, 2024 with Victor Juarez, January 12, 2024, with Debbie Schneider, January 14, 2024 LAC Committee Walk.

Noted Accomplishments:

- Scalping and over seeding of common area turf areas.
- A gradual implementation of 1) transitioning to a drip system where appropriate, and 2) addition of River Rock in small common area bed on Terrylynn. As requested, Victor submitted a corrected proposal for the next phase. The hourly charge for labor was changed.
- Trimming and removal of select trees as a preventive measure, and/or spread of disease, etc.
- Treatment of Pear Fireblight infected Trees occurred on January 3.

Tree Proposals for the Board's Approval:

- Andrew of BrightView reduced the proposal to trim the 36 trees from previous years Fire Blight/Thin and Shape Canopy from \$9,000 to \$7,200 (proposal #698500). A motion was made by Audria Quillian to approve the proposal. Seconded by Rob Staniford. Unanimously approved.
- As requested, Andrew also submitted Tree Care Management Proposal #673342, which is a three-year, proactive plan for maintenance of the Crown Pointe trees.
- Proposal #698508 is for Tulip Scale Treatment/Fertilizer Application for 14 Southern Magnolias in the amount of \$1,890. A motion was made by Rob Staniford to approve the proposal. Seconded by Audria Quillian. Unanimously approved.

ARCHITECTURAL REQUESTS:

A motion was made by Rob Staniford to ratify approval of the architectural request from 4002 Marion to replace the walkway gate and numbers provided numbers remain on garage. Seconded by Audria Quillian. Unanimously approved.

SOCIAL COMMITTEE:

No Report

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EXTERIOR ENHANCEMENT COMMITTEE:

No Report

MAINTENANCE:

Two (2) proposals were received to repair the bollards on Del Mar. Bali will obtain a 3<sup>rd</sup> proposal from So. California Coating & Construction.

Proposals were obtained to replace the permit parking signs. The Board approved the proposal from Compliance Signs in the amount of \$84.56 for four (4) aluminum signs.

ADMINISTRATIVE:

The telephone call log/maintenance action item list from Bali Management for the period November 9, 2023 through January 11, 2024 was reviewed.

Proposed Parking Policy – Tabled until full Board is present.

Bali will follow up on 620 Avery (who is not a member of the HOA), to provide documentation on where they are allowed to park.

NEXT MEETING:

The next regular meeting of the Board will be February 15, 2024 at 6:00 p.m.

ADJOURNMENT:

The Board adjourned the meeting at 6:53 p.m. into Executive Session for 3<sup>rd</sup> party contracts, a review of delinquent accounts, and rule violations.

Submitted by:

Debbie Schneider  
Acting Secretary

*CERTIFICATION BY SECRETARY:*

*I, \_\_\_\_\_, 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 \_\_\_\_\_.*

\_\_\_\_\_  
*Duly Appointed Secretary, Crown Pointe Community Association, Inc.*