

**CROWN POINTE COMMUNITY ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**MARCH 21, 2024**

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CALL TO ORDER:

The meeting was called to order at 6:00 p.m. immediately following an Executive Session where violations and delinquencies were discussed. A quorum of Board members was present.

DIRECTORS PRESENT VIA ZOOM:

President, Marcy Hogan-McCullough, and Treasurer, Rob Staniford, and Secretary, Bonnie Tann.

DIRECTORS ABSENT:

Vice President, Audria Quillian

OTHERS PRESENT:

Homeowners Brenda Hanes, George Romero, Edie and Bob Rosenfield, Doris Maes, and Bali Management representative Debbie Schneider.

HOMEOWNER FORUM:

None

REVIEW OF MINUTES:

A motion was made by Bonnie Tann to approve the February 15, 2024 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 February 2024. A motion was made by Bonnie Tann to approve the Financial Statement. Seconded by Marcy Hogan-McCullough. Unanimously approved.

Treasurer Rob Staniford also reported on the meeting with him, Phil Marr and Debbie Schneider at Bali Management to go over the first draft of the 2024/2025 reserve study.

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AWARENESS TASK FORCE COMMITTEE:

The Crown Pointe Awareness Task Force Meeting (CPATF) was held on Tuesday, March 12, 2024. Marcy Hogan-McCullough read the full report in Audria Quillian's absence. A recap of the report is as follows:

The meeting opened with discussion for dates of upcoming activities sponsored by CPATF. A gate drill for CPATF members/gate operators and back up operators will be held on Saturday, April 20, 2024 at the Edith Way, Del Mar, and Terrylynn gates.

Crown Pointe's Annual Disaster Preparedness Drill will take place on Saturday, May 11, 2024 at 10 am. This drill is a practice drill for all Crown Pointe residents involving what to do in the event of a real disaster.

Justin Potier was able to set up the Annual "Meet & Greet" with District 5 Councilwoman Megan Kerr, a representative from the LA Supervisor's office, and the Commander of the LBPD North Division for June 1, 2024.

There were no updates on parking, on-site patrol, low-cost text notification systems, or security cameras.

There was one incident to report in March. Two coyotes were spotted on a homeowner's upper deck on Marion Way at 7 am in the morning. The homeowner was able to record the coyotes through her sliding glass door.

LANDSCAPE/ARCHITECTURAL COMMITTEE REPORT:

Brenda Hanes read the full landscape report. A recap of the report is below.

There were four LAC Walks in March (along with numerous emails, texts and phone conversations): The Committee on Friday, March 1, 2024, with Andrew Zubek, the Brightview Arborist, on Tuesday, March 5, 2024, with Victor Juarez, Brightview representative, on Friday, March 15, 2024, in the morning and with Debbie Schneider, Bali Management representative, on Friday, March 15, 2024, in the afternoon.

Since the rains have lessened, the sprinklers were turned back on Wednesday, March 13. The old plants in the Marion Way Raised Planter were removed and Carissa (the plant on the borders of the Edith Way and Terrylynn Gates) was placed along the border. Additional Birds of Paradise will be added when they come in.

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A rendering of the proposed Edith Way Round About Planter was submitted. Audria, Linda and I spoke about funding the \$7,483.77 cost - possibly now for next year's budget. Victor suggested paying for the planting and then the irrigation a month or two later.

Brightview also said the Terrylynn drip system could be done in phases and paid in phases.

Today Brightview is doing a second pass at the Evergreen Pear trees to remove more fire blight.

Proposal #738534 in the amount of \$447 was submitted by Andrew at the LAC's request to remove low dead fronds and seeds from 3 Queen Palms and remove limbs from a Carrotwood tree at 629 Avery that are resting on the resident's roof.

Andrew has updated the three-year proposal for tree trimming management. He has divided the supporting maps by year. Hopefully, this will make it easier to identify the trees mentioned.

ARCHITECTURAL REQUESTS:

The LAC recommends approval of the three Architectural Requests. A motion was made by Rob Staniford to approve all requests. Seconded by Bonnie Tann. Unanimously approved.

617 Terrylynn - Replacement/installation of all new vinyl dual pane windows and sliding doors and painting gate/wrought iron fencing with approved colors.

649 Avery - Painting fascia boards in approved color.

621 Terrylynn - Tile roof repair. (Appears to have been completed)

SOCIAL COMMITTEE:

No Report

MAINTENANCE:

Bali reported that LB Fire Department had been contacted regarding the fire hydrant on Avery. They stated the fire hydrant was on private property. Bali will do more research on the clearance requirements for a fire hydrant location.

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Bali obtained proposals to replace the Terrylynn gate entry phone that is no longer working. A motion was made by Rob Staniford to approve Posner Communications for \$3,975.00 for a new DoorKing 1834 system with cellular phone connection. Seconded by Marcy Hogan-McCullough. Unanimously approved.

Per owner suggestion, Bali will obtain a sign for the Del Mar gate that states the main entry is on Edith & Country Club Drive.

ADMINISTRATIVE:

The telephone call log/maintenance action item list from Bali Management for the period February 9, 2024 through March 13, 2024 was reviewed.

NEXT MEETING:

The next regular meeting of the Board will be April 18, 2024 at 6:00 p.m.

ADJOURNMENT:

The Board adjourned the meeting at 6:53 p.m.

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.*