



The Clarion

Crown Harbor Community Newsletter

October 2012



Board of Directors:

David Eck - President,
 Don Gibson - Vice President,
 Gene McDermott - Treasurer
 Scott Sheppard - Secretary
 Sean McDermott - Director

Board Meeting:

**October 31st at 7pm
 (moved from Oct 24th).**
 The Sheppard's, 1305
 Crown Drive.

Board meetings are
 generally held on the 4th
Wednesday of the month

and open to all homeowners.

Board Meeting Agendas are available on our website at
 least 7 days prior to the meeting. Click here to review:

<http://crownharbor.org/events/agenda.pdf>

Board Notes from August 22nd: This was a regular meeting so the Board followed the usual agenda. The minutes for the August 22nd Regular meeting, the August 29th Special meeting, the September 10th Emergency meeting and the Treasurers Report were all approved. Members discussed some routine items including repair of a sink hole in the seaside path, awarding a contract for the new signs for parking outside the front gate, the mechanics of how to manage the special assessment and a path forward for termite repair work. As is the Board's practice, they discussed the schedule for future meetings. Due to non-availability of board members on October 24th, the October meeting was moved to October 31st. With the fourth Wednesday of November falling the week after Thanksgiving, they decided to keep the November meeting as scheduled on the 28th. However, this meeting will be the combined meeting for November and December. There will not be a scheduled meeting of the Board in December.

Emergency Board Meeting held September 10th: Due to some misunderstandings between the Board members, the Construction Manager and the siding contractor, members of the Board held an emergency meeting to clarify the terms of our contract. Although the Board members believed the siding repairs would be made using HardiPlank, the contractor and our Construction Manager explained the HardiPlank product does NOT match exactly with our T1-11 Siding and consequently cannot be used in patching repairs. It could only be used if entire walls were replaced and even then, they would have a different

appearance. As we cannot afford to replace entire walls at this time, patching repairs to the T1-11 will be done with wood. Shingle repairs will be done with the Hardi-Shingle product. This is, indeed, how the existing contract is written. The emergency meeting was strictly to clarify the terms of the existing contract. No new decisions were made. The Contractor was directed to proceed in accordance with the contract.

Non-Judicial Foreclosures: In an effort to fully understand the Associations position in extreme circumstances, the Board met in Executive Session with a representative of Angius and Terry Collections, our collection agency. The Board faces many challenges in their representation of the community; roofs, siding, finances, etc. By far, the most difficult decision to make is to initiate foreclosure actions against one of our neighbors. Regrettably, for the second time in three years, the Board has been forced to take such action. For more information on this process, check the CC&Rs.

Bundled Maintenance Contract:

The Bundled Maintenance Contract includes: siding and trim repair, roof tune up and maintenance, sealing of our walk-out roofs and painting the entire exterior of our buildings. Gutter and downspout repair will be added.

Current Status: Siding and Trim repair is completed on addresses from 1302 Crown through 1333 Crown. Work continues. **Painting** will start the first week of October on the buildings where siding and trim work is complete. We will use a Dunn-Edwards product giving a 10 year life expectancy. Although it is different than our current paint, the colors will be matched as closely as possible. Notices were/will be posted in advance of painting so owners can move personal items and remove obstructions (such as plant trellises) prior to painting. **Roofing** repair has also begun.

Refinishing or Painting Entry Doors: As noted in earlier editions of the Clarion, the refinishing or painting of the entry doors is included in the painting portion of the Bundled contract. With the recommendation of the Design Review Committee, the Board negotiated to have the exterior surface of all wooden entry doors re-finished. Metal or fiberglass doors will be painted a coordinated color intended to resemble the stained and varnished

doors. There are no other approved colors for the exterior of entry doors. Having said this, our painting contractor mistakenly painted two doors to match the building trim. These two doors will be stripped down and refinished in compliance with the contract at no additional expense to the association. In addition, they also stripped the inside of one door which is not included in the contract. They will also refinish this surface to the owners satisfaction, at no expense. As you can see, issuing a contract is the easy part. Monitoring performance and compliance with that contract is a continuing effort.

Parking Outside the Front Gate: As noted in earlier editions and in this Clarion, we're progressing on our efforts to restrict the illegal parking on Crown Harbor property outside of our front gate. These spaces, by City Ordinance, are required to be available for public parking during daylight hours. Crown Harbor residents are prohibited from parking there at that time. However, these spaces are NOT public after dark and ONLY Crown Harbor residents are allowed to park there at night. Illegally parked vehicles can be towed at owners expense. We intend to enforce this ordinance. The signs are being re-worded and posted in the parking area and after a short period of adjustment, random towing will begin. In order to ensure we don't tow any of our own vehicles, the Board will provide a windshield placard to any resident who needs or wants to park their vehicle in this area overnight. If you need to park your vehicle outside the gate between dusk and dawn, please contact Massingham and request a parking placard. If you park there at night, and do NOT have a placard, you may be towed at your OWN Expense.

The Community Emergency Response Team (CERT) needs a new Chairperson and a few members! Please call or email the Board board@crownharbor.org if you are interested. Make sure you're prepared for an emergency! Check out the CH website under Committees/CERT for a list of supplies you should have on hand.

Are you up to the Challenge? With the end of the year approaching, it's time once again to think about electing new members to the Board of Directors of the Crown Harbor Homeowners Association. Some of our Board members have served for 6 years. They

may want some relief - it's well deserved! The roof assessment is established, the maintenance bundle will be complete, the re-roof won't come up until 2017. We could actually have a few 'coasting' years. Nominations will start in January. Please consider running for the Board.

Special Roof Assessment Reminder

The first of 5 annual payments is due by December 31st of 2012. Monthly installments are acceptable provided the annual total is paid by the end of each year. We have set up an account for the Roof Assessment funds to keep them separate from the Reserve funds. A sub account is also set up for each member. Separate checks or electronic transfers will be required for payments to the special roof assessment account. We will send out separate monthly statements noting the balance due by the end of each year. Monthly payments are not required. The monthly statement is simply a way for members to track any payments made. If you have questions, contact Alex at Massingham.

Gratitude - *gratə,t(y)oōd* noun, the quality of being thankful; readiness to show appreciation for and to return kindness. First, a big thank you to Scott and Sheryl Sheppard who graciously continue to host the monthly Board Meetings in their home and second, thanks to all of you who have sent notes, emails or stopped to chat with Board members to express your support and thanks for the multitude of hours they have invested - most especially with the roof assessment. It's very much appreciated.

Crown Harbor Contacts:

Community Manager - Alex Faymonville 510-780-8587 ext. 312
email: alex@massingham.com

For after-hours emergencies: 1 866-673-5415

This is an emergency line only. If your issue can wait until normal business hours, call Alex at the contact number above.

Gate Codes: Side gate: 514 Pathway Gates: 30245

Email addresses:

CHHOA Board members: board@crownharbor.org

Website manager: info@crownharbor.org

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