

The Clarion

Crown Harbor Community Newsletter

September 2013

Board Meeting: September 25th at 7pm

The Sheppard's, 1305 Crown Drive.

Board meetings are 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 view:

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

Board Notes: As usual, the Board followed the standard agenda approving the Secretary's notes from the July Board Meeting and Executive Session, the Treasurers report and reviewing the Committee Reports. The Treasurer also presented a report of the status of our Reserve and Special Assessment (Roof) funds. Concerns of security surrounding the community garage sale continue but have been adequately addressed by the Committee and Board. The Sale will be September 7th. In other matters, the Board approved a transfer of \$198,200 from the Special Roof Assessment fund to the Regular Reserve Fund, as planned and advertised, to cover expenses associated with roofing costs included in the Special Assessment and to issue a change order to A-1 Roofing to re-surface and re-seal the 'walk-out' roofs and landings. This work will start soon. We're stretching our reserve budget so asphalt repairs will have to wait until next year. The Board also voted to proceed with a Title Search of Crown Harbor property which will give us the official record of any easements against our property. We expect to see one to allow the public to walk (and ride bicycles) on our pathway along the water. We're specifically looking for any record of non-Crown Harbor use of our runoff drainage system. We will need this information to protect our assets during development of the former federal property along McKay Street. Gutter cleaning was also approved and is scheduled at the end of October. As you can see, Board meetings are full of interesting discussions and decisions. You should attend one now and then!

Community Emergency Response Team News

Neighborhood meetings continue this month to help our community prepare for disasters. We trust you will be able to come to the meeting we are organizing for your particular section. **If you cannot make it, be sure to attend the next**

meeting. You will be helping yourself, your family, and your neighbors.

Please RSVP and join us in one of the following meetings.

Upper Crown Drive, from 1389 to 1351 Friday September 13th, 2013

7:00 to 8:30 pm

1371 Crown Drive

Deeahna Lorenz hosting (Tel: 510-995-8134

Email: deeahnalorenz@att.net

Kings and Queens Roads

Friday September 27th, 2013

7:00 to 8:30 pm

1335 Crown Drive

Ellen Marshall and Barbara Bolton hosting (Tel: 510 521-2101-

Email: bbolton@hbrinfo.com)

Our website also has comprehensive information that you can print out now, read and then keep with your Earthquake Kit. <http://crownharbor.org/safety.html> and <http://crownharbor.org/safety2.html>

It is always best to know and to be prepared!

Crown Harbor Annual Picnic

Details are still being finalized and you'll receive a flyer shortly with more information. Save the date!

Sunday, October 6th 2pm – 5pm

Cost: \$10 per person

Please RSVP to Sheryl Sheppard, 480-239-5349 or sheryl.sheppard@comcast.net by September 30th.

Who ya gonna call? Waqar Fazlani!

Waqar is our new Community Association Manager at Massingham. His contact information is included in the contact box on the next page. Please contact Waqar with your questions and concerns and to report problems regarding Crown Harbor.

This is also a good time to remind everyone that contacting Massingham should be your first step to report a problem with your unit or the community. **For example**, the gates aren't working, a tree limb has fallen, the red light is flashing at the pump station at the corner of Queens and Crown, water is leaking in your home after a rainstorm. I think you get the picture.

Although most problems inside are the homeowners responsibility, Massingham can offer assistance in finding the right person for the job.

Please don't call the Board or Committee members. They can't fix the problem and will only refer you Massingham.

The Crown Harbor Landscaping Committee

would like to make a few recommendations on how best to voice concerns or get improvements in the service.

Our landscape company, C&D, is a commercial contractor. They are responsible for keeping the Association's common areas trimmed, pruned, and mowed. They are on site each Friday to do their work. The grounds are divided into four zones, so the common space near your unit is scheduled for once a month attention. The lawn areas are mowed each week. We can accommodate special needs, but that has to come through the Committee. We cannot have individual residents directing the crews on their common space needs. That direction needs to come through the Committee to ensure it is consistent with the landscape plans and is not infringing on neighbors' common areas. Before planting anything major, check with the Committee. We have accumulated a list of success and failures for plants. We also want plantings to be drought tolerant, easy to maintain, at an appropriate size, and not be invasive.

Sprinklers: Request for the removal, addition or repairs of sprinklers and valves needs to come through the Committee. Those are additional costs and require a work order and Board approval. Repairs under \$500 can be approved by the Chairman so often can be done quickly. We do complete systems checks several times a years and follow up with the repairs on our tired and old system. One of the problems we frequently encounter is that plants have been planted that block the sprinkler heads. The size a plant will eventually reach is important and needs to be considered.

Tree Removal and Replanting: We are having an unusual year in Alameda. Many bushes and plants were infected by a fungus. Most seem to be recovering.

To do or not to do lists: The Committee is still working out a way to make sure the crew does the areas that need to be done and leave those alone where the residents do their own maintenance. The idea of a sticker or decal is the direction we are heading. If you want to do your own gardens in the common area or feel that your area is not being done let the Committee know.

Water: The lawn areas are watered three times a week. The remaining landscape areas are watered twice a week. This gives us a deep penetration as our silt soil will actually repel

water when it gets dry and if there is a slope run off. The mulch bark helps. We are on a program of water reduction and received a grant for a special controller system by EBMUD. We have moved to a xeriscape landscaping model of drought tolerant plants. **Questions? Contact:** David Eck: Phone 522-5010 or davideck1311@comcast.net

Let's Communicate...well maybe not too much.

Thanks to Scott Sheppard, we now have 2 email addresses via distribution lists that allow residents to send email directly to Board members (board@crownharbor.org) and to residents (that have email addresses). Personally, this is a huge help in getting the Clarion out quickly and efficiently. It also allows the Board to send out notices when something urgent is affecting the community. However, it also can have its drawbacks, the biggest offenders being the dreaded "reply" and "reply to all" option when responding to email.

Let me give you an example. Scott sends out an email via the community@crownharbor.org address regarding the front gate being repaired. I receive the email, appreciate Scott's efforts and hit group reply to respond to him with, Thank you. Well, not only Scott, but everyone on the list got that email – along with all the other responses. The important thing to remember is unless it's something you need EVERYONE to read, please don't respond to emails from the community@crownharbor.org address.

Should you need to use this address to send an email to the community (say, you just won the lottery and want to invite us all to dinner – hey, it could happen!) please type the address community@crownharbor.org in the bcc (blind copy) field and include your personal email in the "To" field so residents can respond to only you directly when necessary. Thanks for your understanding and discretion.

Crown Harbor Contacts:

Community Manager – Waqar Fazlani, CMCA
510-869-2639 email: wfazlani@massingham.com

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

Crown Harbor Board of Directors:

*David Eck - President, Gene McDermott - Treasurer
Scott Sheppard - Secretary, Roseanne Disandro –
Director, Sean McDermott - Director
email: board@crownharbor.org*