

CROWN OAKS PROPERTY OWNERS' ASSOCIATION
MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING

December 19, 2023 at 6:30 PM at the Montgomery Community Building

DIRECTORS PRESENT

Chris Carlson, President
Rick Schissler, Vice President
Sharon Dunaway, Director
Craig John, Director
Natalie Littlejohn, Director

DIRECTORS ABSENT

Brandon Parker, Treasurer
Shaun Lawton, Director

IN ATTENDANCE

Debbie Heaton and Courtney Duncan represented the managing agent, IMC Property Management.

There were 7 homeowners present.

CALL TO ORDER

Due to notice of the meeting having been given and a quorum of Directors being present, the meeting was called to order at 6:41 PM. The President, Chris Carlson, presided and the managing agent assisted in recording the minutes.

APPROVAL OF PREVIOUS MINUTES AND FINANCIALS

The Minutes for prior meetings and prior period financials were approved by Board email vote to facilitate prompt posting to the community website and were ratified at this meeting as enumerated below.

RATIFICATION OF ACTION(S) TAKEN BETWEEN MEETINGS

In an effort to expedite performance of the obligations of the Association between meetings of the Board of Directors, by majority vote the Board members agreed to the following actions:

- Approval of Financials
 - September and October 2023
- Ratification of Actions Taken Between Meetings
 - Consideration of Minutes from the October 26, 2023 Board meeting approved via email vote (9/7/23) and Minutes from the November 13, 2023 Special Meeting of the Board approved via email vote (11/15/23).
 - Expenditures & actions approved by the Board via email vote:
 - Approval of the 2024 landscape contract with Alamo Sprinklers & Lawns Inc. (11/26/23)
 - Replacement of failed electrical panel at Majestic Lake (11/20/23)
 - Contract with Astro City for 2023 Christmas lights (11/10/23)
 - Expenditure for Fall Festival (10/24/23)

On a motion duly made by Rick Schissler and seconded by Sharon Dunaway, said actions were ratified and approved.

COMMITTEE REPORTS

Committee Leaders

ACC – Nick and Kelly Carter
Entrances/Access/Security – No current chair
Communication /Social – Natalie Littlejohn
Roads/Drainage – Brandon Parker
Lakes – Craig John
Parks – Natalie Littlejohn
Landscape – Sharon Dunaway
Long Term Planning – Rick Schissler
Finance – Brandon Parker

Architectural Control: No report.

Access Control/Security: Issues with the back gate being open for several days was discussed. IMC to contact Wallace for service.

Communications/Social: Natalie Littlejohn reported on the visit from Santa and Night of lights.

Roads/Drainage: In Brandon's absence Chris discussed pothole filling prior to the holidays.

Lakes: Craig John reported that the artificial fish structures have moved into shore due to them being insufficiently weighted down and should either be removed or redeployed.

Landscape: Sharon provided a complete summary of the vetting process and results of our annual landscape contract renewal. That report is attached to these minutes. Alamo Sprinklers and Lawns has been contracted to provide landscaping services for 2024.

Long-Term Planning: Rick Schissler described the challenge we've faced to obtain replacement insurance for the community in the face of our current insurer, Nationwide, exiting the Texas market. On the recommendation made by Rick, a motion made by Craig John and seconded by Natalie Littlejohn, the Board approved Farmers as our new insurance carrier. Rick also summarized the need for ATV rules in CO that would assist in obtaining future insurance as carriers look for these types of safeguards in communities. Additional information is provided in the attached report from Long-Term Planning.

Parks: Gates in the wrought iron fence at Crown Park require repair and the Board will look into that.

Finance: Chris summarized the financials in Brandon's absence.

MANAGEMENT REPORT

No report.

OWNERS' FORUM

Owners present at the meeting initiated discussion on the following topics:

- Fireworks
- ATV: GLE problems
- Speed limit signs
- Voting ideas to obtain a quorum
- Lakes
- Fish problems
- Water well
- Christmas lights

SCHEDULE NEXT MEETING

The next regular meeting of the Board of Directors of the Crown Oaks Property Owners' Association will be held on February 22, 2024, at the Montgomery Community Building.

ADJOURNMENT

There being no further business, the Regular Meeting was adjourned to Executive Session at 7:48 PM.

EXECUTIVE SESSION

The Executive Session was called to order by Chris Carlson at 8 PM.

Hearing: The owners of the property with account number COPO40673 requested a hearing but were unable to attend the meeting and the hearing will need to be rescheduled.

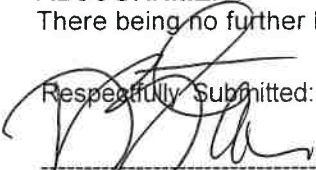
ADJOURNMENT

There being no further executive business, the Executive Session was adjourned at 8:22 PM on a motion made by Rick Schissler and seconded by Natalie Littlejohn. The open session of the Regular Meeting was reconvened at 8:23 PM.

ADJOURNMENT

There being no further business, the Regular Meeting was adjourned at 8:24 PM.

Respectfully Submitted:



Recording Secretary

Approved:



Chairman of the Meeting



Date

REPORT FROM LANDSCAPE COMMITTEE

The landscape committee is pleased to report that a new one-year landscaping contract has been executed with services beginning January 1, 2024. Our new landscaper, Alamo Sprinklers and Lawns Inc., is new to Crown Oaks, but is experienced with maintaining acreage communities. The Landscape Committee conducted a thorough search and bidding process having solicited bids from 10 recommended landscaping companies. Ultimately, 6 of those companies responded with bids. The Committee requested references from each company and contacted all of those references as part of the vetting process. The Landscape Committee presented to the Board a full summary of each bidder's qualifications and its recommendation to hire Alamo. Based on the expected ability of the companies to properly manage a job the size of Crown Oaks, the annual contract cost and other factors, the Board voted unanimously to contract with Alamo.

Given the problems our community has experienced from time to time in the past with poor landscaper performance, Crown Oaks provided its own contract tailored specifically to the requirements of our community. The landscape company receiving the 2024 contract was required to sign the Crown Oaks contract and some were unwilling to do that. We are hopeful the performance standards required by our more comprehensive contract will eliminate some of the misunderstandings and problems we've experienced in the past.

Mowing along our roads remains the largest responsibility and the new contract provides for all roads to be mowed every 2 weeks during the months of April through December and one time per month from January through March. Additionally, the area to be mowed will extend from the edge of the road to the tree line or fence line. Other landscaping services are also provided in the contract.

REPORT FROM LONG-TERM PLANNING COMMITTEE

Insurance Bids:

The committee with IMC's assistance engaged 4 agents to review and bid our insurance coverage for 2024.

- Ellard Insurance (Chris Wehe)
- Farmers Insurance (Christan Wesolick)
- Brigance Insurance Agency (Allison Brigance)
- Insurance & Financial Services at Champions (Robert Rude) – current agent

As of today, we have only received a bid from Farmers. All other bidders claim that the ATV accident lawsuit has scared insurance carriers away from our account. Rick visited with a commercial insurance broker who confirmed the potential impact of the pending lawsuit and the \$1M Reserve put on it by Nationwide, our current carrier.

The committee has worked with Brandon to get an updated timeline on the lawsuit, but thus far the attorney representing us and Nationwide has been non-responsive. The broker as well as one of the agents recommended that such a timeline and update might help in getting companies to bid on our insurance.

Therefore, the committee recommends that the Board review and approve the bid received from Farmer's as an interim step to maintain our coverage. The Farmer's bid is summarized in the spreadsheet below.

CROWN OAKS INSURANCE - FARMER'S QUOTE

PROPERTY	LIBABILITY	LIBABILITY UMBRELLA	DIRECTORS & OFFICERS	TOTAL COST
Premium \$6,555	**Included in Property Premium \$2,000,000/\$1,000,000 Liability (General Aggregate) - \$2,000,000 Liability (Each Occurrence) - \$1,000,000 Liability (Products & Completed Operatious Aggregate) - \$1,000,000	\$1,000,000 Policy Premium - \$3,841 \$5,000,000 Policy Premium - \$7,615	**Included in Property/Liability Premium Per Claim/Aggregate - \$2,000,000	(\$1,000,000 Umbrella Policy) - \$10,396 (\$5,000,000 Umbrella Policy) - \$14,170