

Crown Colony Court Board Meeting

Monthly Meeting

Wednesday, August 19, 2026

Debbie Avitt, #340, 5:30p

I. Call to Order -Jen Cronin

Meeting called to order at: 5:38p

Board Members Present/Absent:

Present: Jen Cronin-Pres; Patty Link-VP; Wayne Marten-Tresurer; Debbie Avitt-Secretary

Homeowners Present: None

II. Resident Comments -Jen Cronin

Received In-Person, via Text, or Email

a. FB Group Interest:

- i. Board agreed this should be organized and managed by a group of residents.
Suggestions: 2 Administrators; Private Group; establish rules

The Board will not use this as a form of communication.

b. Lack of Mowing Behind Building 100 -it has been reported that there has been no mowing behind building 100.

- i. Board will follow up with Property Management_by Design to have regular mowing resume

III. Treasurer's Report Wayne Martens

A. Account Balances

a. Net Income: \$9,764.10

b. Cash Balances

i. Operating

1. Checking (CCU) \$1,391.35

ii. Reserve Funds

1. Capital Fund (CCU) \$106,258.54

2. Emergency Fund (CCU)

3. Certificate of Deposit CD (CCU) \$79,049.04

Board Discussion:

1. The financial reports change that occurred when PM_By Design took over the financial reports. The reports reflect a consolidated dollar amount for the Capital and Emergency Fund vs reflecting a separate dollar amount for each account. There was discussion regarding the definition of each account, that a percent of dues is placed in the separate accounts per the annual approved budget. Further discussion and research is underway to report the separate account dollar balances each month.

2. Board agreed to continue with the Community Choice Credit Union Lockbox for Safe storage of Crown Colony Court documents

3. State Farm Insurance monthly premium will decrease next month, September 2026
Treasurer report was approved

Jen asked about the City of Des Moines Lawn Mowing Letter regarding our yard along Thomas Beck; Fine/penalty has not been paid;
Jen - took as a to-do follow-up

V. Business Items

- A. Property Management by Design (PMbD)
 - a. Tasks open/work orders in progress
 - i. Trim Project - Paint Project
 1. Follow-up with PMbD regarding the status of the 1st and 2nd phase of this work
- B. New and prior board members had an informal meeting to introduce the Reserve Study report that was completed Spring 2026; more information will be provided during the coming months
- C. The Board recognizes that focus needs to be on the lawn issues, retaining walls, soil erosion and tree maintenance

VI. Projects

- a. Mailbox Wasp
 - i. Issue has been taken care of for now; however board discussed the need to move forward and replace the mailbox retaining wall; PMbD will be asked to gather quotes for board review

Adjourn: 6:58 meeting adjourned

Next Meeting: September 30, 2026; Wednesday; Jen Cronin Unit#230