

**Crown Colony Court HOA Board Minutes**  
**April 22, 2026 – 5:00 PM**  
**Unit 530 - Messer**

**I. Call to Order**

Steve called the meeting to order. Patty moved to approve the agenda and the March minutes. Michelle seconded. Motion carried.

**II. Resident Comments (Email, text, in person)**

Shannon Chicoine attended the meeting and notified the board of some HVAC work she is having done at her unit.. Michelle motioned to accept the work. Patty seconded the motion. Motion approved.

**III. Treasurer's Report**

MARCH Treasurer Report (Wayne Martens, Treasurer)

**A. Income:** \$7,751.75 (accrual)

**B. Reserve and Emergency:** \$95,379.79

**C. CCCU CD:** \$78,124.50

**D. March expenses**

- water \$2,011.76
- snow \$3,199.30
- Fed taxes \$975.00
- State taxes \$179.81

**E. Questions for PMBD:** PMBD had an incorrect entry for CCC insurance. Wayne will follow up with Jeff at PMBD.

**IV. Old Business**

**A. Discuss building 200 projects. Floor. Brickwork.**

- Cronins' Floor issue. Unit 230. After professional consultation with Anchored Walls, , the Cronin's have decided they aren't going to do anything with their basement floor at this time. They are still waiting for a bid from Centurian Stone for the header work on their sliding door.
- 240 Darlene and Steve. Unit 240. Some mortar cracks with tuckpoint maintenance. Centurian Stone is getting a bid for it.

**B. Siding and Trim Repairs/Replacement**

We received an updated quote from 515 Exteriors for the exterior boardwork that needs to be done on all six buildings. Our earlier quote was only for a couple of buildings. After inspection, and in consultation with PMBD, the Board agreed all six buildings need the same work. It does not include the fascia board behind the gutters, painting, and does not include garage brick-mold replacement which will be addressed separately. The Board voted to approve the former bid at an earlier meeting. Wayne made a motion to accept the new bid for all six buildings and Michelle seconded it. Motion passed. Steve will contact Jeff at PMBD to get it scheduled.

- C. **Exterior light fixture capital project.** This was pushed out to begin the spring of 2027. New estimates and bids will go out at that time.
- D. **Reserve Study.** The Board voted at an earlier meeting to hire the Reserve Study Company Association to do a thorough examination of the needs of Crown Colony Court . Michelle and Steve met with the vendor. They did the assessment of the grounds. The Board is waiting for the report. Steve will contact Jeff to get the timeline.

## **V. New Business**

- A. **Easement Along Thomas Beck Road.**

Discuss general grounds maintenance for 2026. There is a need to have the easement along Thomas Beck Road mowed twice this summer to avoid a fine from the City of Des Moines. The fee for the maintenance will be less than a fine. Mowing will be in May and the end of August.
- B. **Update of new grass on several units. status.** Our lawn company was hired to seed the grass on units 110,120, 130, 140, 210, 220, 230, 420 and 430. Miller is also evaluating units 620 and 630. Upon completing the first units, the lawn company noticed significant and problematic soil erosion. To fix the issue and to get the grass to return, there needs to be erosion mitigation. Placing dirt under the new seed is the only way to grow the grass for the long term. .When we originally got the bid it was for approximately \$950. We voted to approve it. We discussed the three other yards that have tree roots and need soil– 420 and 430, between 510 and 520, between 330 and 340. The extra cost \$2400.00. Steve motioned to approve phase two of the CCC lawn revitalization project. Wayne seconded it. The motion was unanimously approved. Michelle will follow up with Collin to get it scheduled.
- C. **Select Annual Meeting date**

Tuesday July 14th at the Unitarian Church, pending the approval from the church. Steve will call the church to confirm.
- D. **Common area picnic tables.**

Common area picnic tables have been removed due to deterioration and safety concerns. Plans for replacement and common area enhancement are underway.

**VI. Adjournment.** Steve made a motion to adjourn, Wayne seconded the motion.Motion passed.

**VI. Next Meeting** – The next meeting is Wednesday, May 20 at 5:00 at Unit 520.