

Crown Colony Court HOA Board Minutes
May 20, 2026 – 5:00 PM
Unit 520

I. Call to Order President Steve Wiseman called the meeting to order at 5pm.
Attending: Steve Wiseman, Michelle Messer, VP; Wayne Martens, Treasurer; Patty Link, Secretary. Homeowners: Jen Cronin, Unit 230.

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

- Jen Cronin, Unit 230: Jen came to talk about the “State Farm Ting” app that is available to State Farm customers. It is a free smart home application that pairs with a plug-in sensor to continuously monitor your home's electrical network and the local utility grid for micro-arcs, sparks, and hidden fire hazards. The Board will reach out to Tim Ford at State Farm to determine if all units might qualify since our master insurance is through State Farm.
- Someone asked about why the picnic tables are gone; Steve reiterated that they were removed for safety reasons.
- Unit 140 (Corkrean’s) submitted design plans to the Board for their back deck replacement. The board voted unanimously to approve the design of the deck.

III. Treasurer’s Report

- A. Monthly (April) expenses \$7,029.98
- B. Fund balances (Operating, Emergency & Capital)
 - Operating \$9,972.63 (checking)
 - Emergency & Capital - \$180,304.29
 - i. \$102,179.79 (Lincoln Savings Bank)
 - ii. \$78,124.50 CD (Community Choice CU; matures in July 2026.)
 - a. Financial documents can always be found on the [Property Management by Design Resident Portal](#)
 - i. [Income Statement](#)
 - ii. [Balance Sheet](#)
 - iii. [Annual Budget](#)
- C. Financial questions clarifications needed for PMbD
 - Safety deposit box. Wayne moved and Steve seconded to pay the \$50 annual fee for the safety deposit box, which is at the Community Choice Credit Union. (Typically the original Declarations of Covenants for Crown Colony are kept in the safety deposit box.)

IV. Old Business

- A. **Masonry/header project on Unit 230 (Cronin's).** The masonry/header work (lentil) on Unit 230, above Cronin's patio sliders, was completed by Century Brick. Invoice of \$2,200 was approved by the Board for payment.
- B. **Siding and Trim Repairs/Replacement with 515 Exteriors.** Some work has been completed. The Board did a post-work walk around with 515 to address outstanding issues and additional work needed. The Board is working with 515 and PMbD to identify and resolve the remaining issues.
- C. **Exterior light fixtures.** It was voted at the 2024 Annual Meeting that exterior light fixtures (currently white) be replaced with updated, more modern black fixtures. It's still on the list; just not yet scheduled (Spring 2027).

V. New Business

- A. **Discuss Phase 2 of CCC lawn restorations** VP Michelle Messer will call Collin at Miller Outdoor Services and clarify when he can start phase 2 of the re-seeding project for units 420 (Bassman), 430 (Link) and 320 (Valdez).
- B. **Review and discuss results of Reserve Study** The Board is reviewing the reserve study provided by Association Reserves. The Board is scheduling a follow up meeting to have them walk through the report with the HOA Board and with Jeff Horner of PMbD. More on this at the Annual Meeting.
- C. **Exterior Construction Guidelines.** The Board discussed their role in the approval of construction projects. In the Declarations of Covenants it states that the Board has "architectural control," while the actual building and construction approval is dependent upon the contractor, who is responsible for obtaining building permits and having the work approved by the city's building inspector.
- D. **Discuss potential tree removal behind building 600.** Ownership/responsibility needs to be determined. Michelle Messer, VP, will contact Jeff Horner for follow up.
- E. **Crown Colony Court Annual Meeting** The annual meeting is scheduled for **Tuesday, July 14 at 7pm at the First Unitarian Church on Bell Ave.** We will vote on two open Board positions as Steve Wiseman and Michelle Messer will end their terms on the Board.

VI. Adjournment Wayne motioned to adjourn and Michelle seconded it. Motion carried. Meeting was adjourned at 6:15pm.

VI. Next Meeting – Wednesday, June 17, 2026; Unit 530 (Michelle Messer's).