

**CRYSTAL BAY HOMEOWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING MINUTES – OPEN SESSION**  
**Zoom Phone Call**  
**Friday March 1, 2024 at 5pm**

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Patrick called the meeting to order at 5:01pm

**Attendees:**

- Patrick Daugherty – President
- Kevin Semenuk – Grounds Committee/Director
- Brendan Weingartner – Secretary
- Scott Darnall – Kinney Management Services

**Landscape Invoices:**

- ProScope Estimate # 2184 (Olive Tree Spraying, qty. 96) attached
  - BW made a motion to spray the 96 Olive Trees per ProScope Estimate 2184 in the amount of \$4,320.00. Kevin requested the Olive Trees be identified on a map and 2<sup>nd</sup> the motion. Pat, Kevin, & BW voted to approve unanimously.
- ProScope Proposal # 728378 (Afghan Pine Trees Remove and Grind stumps, qty. 5) attached
  - Kevin made a motion to accept the invoice (728378) and approve the removal of the dead pine trees. BW 2<sup>nd</sup> the motion. Pat, Kevin, & BW voted to approve unanimously.
- ProScope Estimate # 2183 (2024 Tree Trimming)
  - Tabled approval until additional board members available to discuss.

**Election of Officers:**

- Voted to keep the existing positions in place, motion passed unanimously.
  - Patrick – President
  - Keith – Vice President
  - Brendan – Secretary
  - Jeff – Treasurer
  - Kevin - Grounds

**Upcoming Events:**

- April XX, 2024 Community Picnic – additional details to follow

**Departure of Scott:**

- This was Scott's last meeting, replacement to be present next meeting. Scott, thank you for ALL your time and efforts and being apart of Crystal Bay. We greatly appreciated it.

**Next HOA Board Meeting:**

- TBD

**Closing**

- Patrick moved to adjourn meeting at 5:30pm

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Approval Signature

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Date

**Proscap LLC**  
 PO Box 1022  
 Gilbert, AZ 85299 US  
 +1 4809078777  
 admin@proscapearizona.com  
 www.proscapearizona.com

# Estimate



ADDRESS
Crystal Bay

ESTIMATE #	DATE
2184	02/05/2024

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<p>Olive Tree Spraying 2024</p> <p>This Estimate covers those that cause the most issues due to heavy traffic areas the cost to perform the treatment on every tree would be \$12375.00 that would treat all 275 olive trees. WE do not feel this is necessary. We are proposing treating 96 of them.</p> <p><b>Olive Tree Spraying</b>            Complete Coverage of tree buds with Growth Regulator. We will cover plants below the trees while spraying. Spraying may be delayed if temperatures are to low (below 60) or high (above 90) or if there is forecasted rain withing 24 hours.</p>	96	45.00	4,320.00

TOTAL **\$4,320.00**

Accepted By

Accepted Date

Proposed Tree Care Services

Tree Quantity: 5

Proposal Value: \$5,389.25

February 28, 2024

Proposal #: 728378



**Tree Care Service Address/Location**

Crystal Bay HOA  
 902 N Benson Ln  
 Chandler, Arizona 85224  
 Scott  
 scott@kinneymanagement.com  
 tel:6025242328

**Tree Care Service Billing Address**

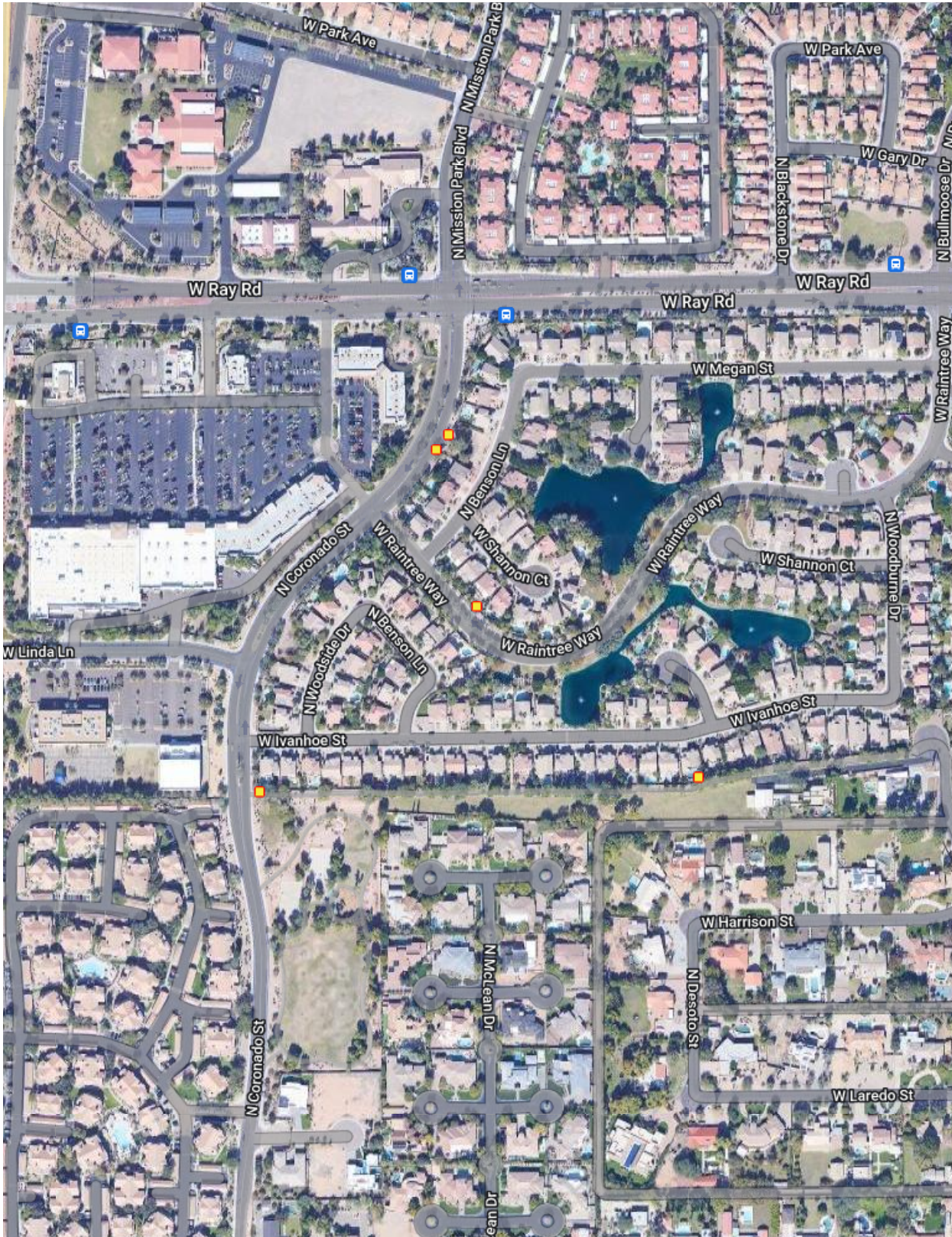
Kinney Management  
 6303 S Rural Rd  
 Tempe, Arizona 85283  
 Scott  
 scott@kinneymanagement.com  
 tel:6025242328

**ProScape LLC**


1256 S Pasadena  
 Mesa, Arizona 85210  
 Buck Taylor  
 buck@proscapearizona.com  
 tel:480-353-9394

	Species	Qty	Height	Service	Price
■	Afghan Pine	1	16'-30'	Removal and Grind	\$650
■	Afghan Pine	1	46'-60'	Removal and Grind	\$1,175
■	Afghan Pine	1	31'-45'	Removal and Grind	\$750
■	Afghan Pine	1	46'-60'	Removal and Grind	\$1,300
■	Afghan Pine	1	31'-45'	Removal and Grind	\$1,250
				<b>Fuel Surcharge</b>	<b>\$256.25</b>
				<b>Sub-Total</b>	<b>\$5,381</b>
				<b>Sales Tax (0.000%)</b>	<b>\$8.00</b>
				<b>Total</b>	<b>\$5,389.25</b>

Crystal Bay HOA



Legend (5)

 Afghan Pine (5)

Crystal Bay HOA

Proposal #728378 02-28-2024



February 28, 2024

*Pinus eldarica* ID# 18  
Afghan Pine  
Height: 31'-45'  
Health: 0%-Dead



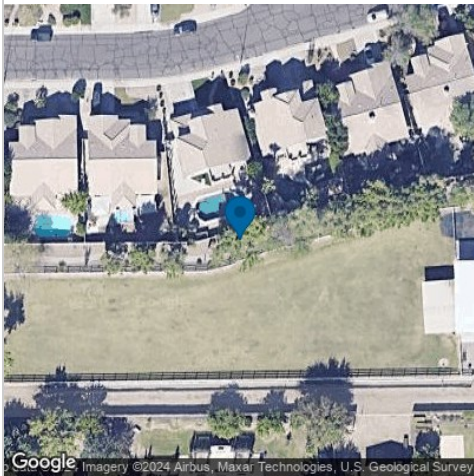
February 28, 2024

*Pinus eldarica* ID# 19  
Afghan Pine  
Height: 46'-60'  
Health: 0%-Dead



February 28, 2024

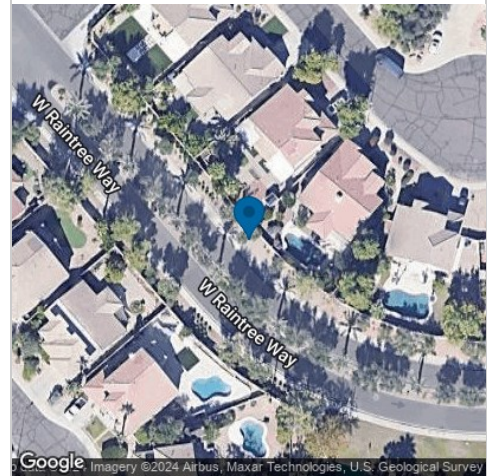
*Pinus eldarica* ID# 20  
Afghan Pine  
Height: 31'-45'  
Health: 0%-Dead



Removal and Grind  
have to haul it a long way for disposal.



Removal and Grind



Removal and Grind

Crystal Bay HOA

Proposal #728378 02-28-2024



February 28, 2024

*Pinus eldarica* ID# 21  
Afghan Pine  
Height: 46'-60'  
Health: 0%-Dead



February 28, 2024

*Pinus eldarica* ID# 23  
Afghan Pine  
Height: 16'-30'  
Health: 0%-Dead



Removal and Grind



Removal and Grind

# Terms and Conditions for Tree Care Services

**1. Performance by Company:**

Work crews shall arrive at the job site unannounced unless otherwise noted herein. The Company shall attempt to meet all performance dates, but shall not be liable for damages due to delays from inclement weather or other causes beyond our control.

**2. Workmanship:**

All work will be performed in a professional manner by experienced personnel outfitted with the appropriate tools and equipment to complete the job properly. Unless otherwise indicated herein, The Company will remove wood, brush and debris incidental to the work.

**3. Insurance:**

The Company is insured for liability resulting from injury to persons or property, and all its employees are covered by Workers Compensation Insurance.

**4. Ownership:**

The customer warrants that all trees, plant material and property upon which work is to be performed are either owned by him/her or that permission for the work has been obtained from the owner.

The Company is to be held harmless from all claims for damages resulting from the customer's failure to obtain such permission.

**5. Limitations:**

The customer must identify all non- public utilities. The Company assumes no responsibility for the location of or damage to underground utilities not clearly marked by the customer prior to commencement of site services. Stump grinding and removals as proposed will occur where public utilities allow.

**6. Terms of Payment:**

All accounts are net payable upon receipt of invoice. A service charge of 1.5% will be added to accounts not fully paid 30 days subsequent to the invoice date. If outside assistance is used to collect the account, the customer is responsible for all costs associated with the collection, including, but not limited to, attorney fees and court costs.

## Customer

February 28, 2024  
\_\_\_\_\_  
Signature Date

Scott February 28, 2024  
\_\_\_\_\_  
Printed Name Date

## Tree Care Service Provider

*Buck Taylor* February 28, 2024  
\_\_\_\_\_  
Signature Date

Buck Taylor February 28, 2024  
\_\_\_\_\_  
Printed Name Date

**Proscap LLC**  
 PO Box 1022  
 Gilbert, AZ 85299 US  
 +1 4809078777  
 admin@proscapearizona.com  
 www.proscapearizona.com

# Estimate



ADDRESS
Crystal Bay

ESTIMATE #	DATE
2183	02/05/2024

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<p>2024 Tree Trimming</p> <p>This is a list of Tree Totals for the Community</p> <p>Southern Live Oak - 10            Olive Trees - 2275            Mesquite - 26            Pine - 68            Willow Acacia - 19            Red Push - 8            Tipu - 17            Palo Verde - 5            Jacaranda - 1</p> <p>Below is the suggested tree trimming plan for each year. We will trim a percentage of each tree so that we keep them healthy without having to trim every tree each year.</p> <p><b>Tree Trimming</b></p> <p>5 - Southern Live Oak Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, raise canopy, Clearance structures as needed.</p> <p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist</p>	4	95.00	380.00



DATE	ACTIVITY	QTY	RATE	AMOUNT
	<p>or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p> <p><b>Tree Trimming</b> 93 - Olive Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures as needed.</p>	72	60.00	4,320.00
	<p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p> <p><b>Tree Trimming</b> 26 - Mesquite Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures as needed.</p>	10	205.00	2,050.00
	<p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p> <p><b>Tree Trimming</b> 10 Pine Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures</p>	4	255.00	1,020.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<p>as needed.</p> <p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p> <p><b>Tree Trimming</b> 8 - Willow Acacia Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures as needed.</p> <p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p> <p><b>Tree Trimming</b> 8 - Tipu Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures as needed.</p> <p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p>	5	225.00	1,125.00
	<p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p> <p><b>Tree Trimming</b> 8 - Tipu Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures as needed.</p> <p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker. Objectives: 1. Improve structure and reduce risk of failure 2. Provide clearance 3. Maintain Health 4. Improve esthetic</p>	4	190.00	760.00

DATE	ACTIVITY	QTY	RATE	AMOUNT
	<p><b>Tree Trimming</b>            5 Palo Verde Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures as needed.</p> <p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker.            Objectives:            1. Improve structure and reduce risk of failure            2. Provide clearance            3. Maintain Health            4. Improve esthetic</p>	5	205.00	1,025.00
	<p><b>Tree Trimming</b>            1- Jacaranda Trees - Crown Thin, Crown Clean deadwood 1/2" diameter and larger, Raise &amp; Reduce to Clearance from streets/sidewalks/structures/residence, Raise canopy, Clearance structures as needed.</p> <p>All work shall be performed according to ANSI A300 Pruning Standards and the ANSI Z133.1 Safety Standards. All work will be supervised or performed by an ISA Certified Arborist or ISA Certified Tree Worker.            Objectives:            1. Improve structure and reduce risk of failure            2. Provide clearance            3. Maintain Health            4. Improve esthetic</p>	1	155.00	155.00

TOTAL

**\$10,835.00**

Accepted By

Accepted Date