

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
December 13, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Linda Romine	Secretary
David Hall	Treasurer
Julieta Thomas	Vice President

ALSO PRESENT:

Alina Gonzalez	Lindsay Management Services
One Interested Owner	

CALL TO ORDER:

The Meeting was called to order at 6:35 P.M. and was held via Zoom.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of November 15, 2021, as submitted.

TREASURER'S REPORT:

Management is to send the budget to Dave so he can make revisions that note the HOA assessment increase.

Financial Statements:

Upon motion made, seconded and unanimously carried the Board **approved** the Financial Statements of November 2021 subject to year-end review by a CPA.

MANAGEMENT REPORT:

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS:

Nothing at this time.

NEW BUSINESS:

No action at this time.

Homeowner Correspondence

Nothing at this time.

Open Proposals

Nothing at this time.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
December 13, 2021
Open Session

LANDSCAPE:

Landscape Committee Chairperson advised she had the first walk with the new landscape service provider. All is going good so far. Linda requested to have the pest control vendor submit a detailed report with their invoice so the HOA knows what area they have treated. Management will request this.

ARCHITECTURAL:

4291 Skyline Road- the Board approved this owner application to install a pool, as submitted.

OPEN FORUM:

Owner Richard Duffey addressed the Board in regards to a stucco wall that he believes the HOA is not responsible to maintain/repair. Per the Board, there is a 309 ft. wall that the HOA maintains and is listed in the reserve study. Board member John will measure the wall to see if this wall in question is the wall that is listed in the reserve study.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:05 p.m.



Board Member

2/21/22

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
November 15, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Linda Romine	Secretary
David Hall	Treasurer

BOARD MEMBERS ABSENT:

Julieta Thomas	Vice President
Bill Burzynski	- Position Not yet determined

ALSO PRESENT:

Alina Gonzalez	Lindsay Management Services
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CALL TO ORDER:

The Meeting was called to order at 6:39 P.M. and was held via Zoom.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of September 27, 2021 with one revision to the new landscape's name. It states GreenField and needs to be revised to Andenes.

TREASURER'S REPORT:

Management is to send the Green Valley stump grinding invoice to Board member, Linda. There is an owner who owes \$800 dollars for some of the landscape work that was done.

Financial Statements:

Upon motion made, seconded and unanimously carried the Board **approved** the Financial Statements of September-October 2021 subject to year-end review by a certified public accountant.

Sonnenberg Year End Review Draft:

Upon motion made, seconded and unanimously carried the Board **approved** the Year End Review draft, as submitted.

MANAGEMENT REPORT:

The Board reviewed the management report. Per Board member John, he will see if he can find any vendors interested in bidding for the stucco wall repair. Management is to reach out to Board member Bill to see if he has any updates from the vendors, QPM and Frontier etc.

UNFINISHED BUSINESS:

Nothing at this time.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
November 15, 2021
Open Session**

NEW BUSINESS:

Homeowner Correspondence

No action at this time.

Open Proposals

Open proposal for stucco hillside fence were tabled, pending additional bids. Board and Management are working on this.

LANDSCAPE:

Landscape Committee Chairperson advised there is nothing to report at this time. There will be an update by next meeting, since the HOA's new landscape service provider barely started, they want to give them some time to catch up.

ARCHITECTURAL:

4670 Pannonia- the Board approved their application to remove a section of their wrought iron fence and to remove the pilasters, to patch and repaint the remaining pilasters to match their home. According to the Board, there is still stucco that needs to be patched. Management was advised to send a letter to the owner reminding them to patch the stucco area on the back of the pilasters.

4545 Coastline- the Board approved their application to install 5 palm trees, as submitted.

OPEN FORUM:

No items were brought forth for discussion

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:10 p.m.



Board Member

12/14/21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
September 27, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Julieta Thomas	Vice President *arrived at 6:17 p.m.
Linda Romine	Secretary
David Hall	Treasurer
Bill Burzynski	- Position Not yet determined

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Owners	

CALL TO ORDER:

The Meeting was called to order at 6:31 P.M. and was held via Zoom Teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of August 23, 2021 as submitted.

TREASURER'S REPORT:

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of August 2021 subject to year-end review by a certified public accountant.

Dues Increase: Discussion ensued regarding the necessity of increasing the HOA dues in order to budget for the increase in water consumption costs and the landscaping maintenance contract. Upon motion made; seconded and unanimously carried, it was

RESOLVED; To increase the dues by \$27.80 per month effective November 1, 2021 and for all owners to be notified of the increase and the breakdown of the increase for water and landscaping.

MANAGEMENT REPORT:

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS:

Coastal Commission: It was noted that the city provided more time to review the proposed signage design they are requiring for the trails.

Hillside Fence Proposals: It was noted that one bid from Superior Fencing has been received and that additional bids are pending receipt.

ARCHITECTURAL:

4670 Pannonia- The Board approved their application to remove a section of their wrought iron fence and to remove the pilasters and to patch and repaint the remaining pilasters to match their home,

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
September 27, 2021
Open Session

LANDSCAPE:

Landscape Committee Chairperson went over some landscape items. It was noted that several bids for the landscape contract have been received and have been evaluated.

After lengthy discussion and deliberation and upon motion made; seconded and unanimously carried, it was

RESOLVED; to approve the contract for services with Andenes Landscape effective November 1, 2021 and management to send the notice of termination to Brightview.

NEW BUSINESS:

Open proposal for stucco hillside fence were tabled, pending additional bids.

Homeowner Correspondence

No action at this time.

OPEN FORUM:

No items were brought forth for discussion

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:40 p.m.



Board Member

12/3/21

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
August 23, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Julieta Thomas	Vice President *arrived at 6:17 p.m.
Linda Romine	Secretary
David Hall	Treasurer
Bill Burzynski	- Position Not yet determined

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Owners	

CALL TO ORDER:

The Meeting was called to order at 6:24 P.M. and was held via Zoom Teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from July 26, 2021.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of July 26, 2021, with one spelling correction.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from July 2021.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of July 2021 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS:

Distillation Wrought Iron Fence: Discussion ensued regarding the bids received thus far. Upon motion made; seconded and carried, it was resolved to approve the fence proposal from Tornado Fencing as submitted.

Coastal Commission: It was noted that the city provided more time to review the proposed signage design they are requiring for the trails.

Hillside Fence Proposals: It was noted that one bid from Superior Fencing has been received and that additional bids are pending receipt.

ARCHITECTURAL:

Nothing at this time.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
August 23, 2021
Open Session

LANDSCAPE:

Landscape Committee Chairperson went over some landscape items. It was noted that several bids for the landscape contract have been received and are being reviewed. Additional bids are being sought for this process.

An estimate for \$3860 for tree removal and stump grinding and round up treatment were discussed and approved. Of this estimate \$800 will be paid by Barry for his portion.

NEW BUSINESS:

Walkway Light Replacement: Upon motion made; seconded and unanimously carried, it was resolved to allocate \$600 for Courtney and Fred to procure led lighting for the walkways.

Sample Fine Policy: The Board reviewed sample fine policies. It was decided to place this item on the next agenda for further discussion to allow the board additional time to review the policies.

Homeowner Correspondence

No action at this time.

OPEN FORUM:

No items were brought forth for discussion

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:28 p.m.



Board Member

10/20/21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
July 26, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Julieta Thomas	Vice President
Linda Romine	Secretary
David Hall	Treasurer

BOARD MEMBERS ABSENT:

Bill Burzynski - Position Not yet determined

ALSO PRESENT:

Kristen Griggs Lindsay Management Services
Interested Owners

CALL TO ORDER:

The Meeting was called to order at 6:49 P.M. and was held via Zoom Teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from June 28, 2021.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of June 28, 2021, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from June 2021.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of June 2021 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS:

Wrought Iron Fence: Discussion ensued regarding the bids received thus far. It was resolved to obtain bids for fully replacing the fence and painting of it and discuss at the next meeting.

ARCHITECTURAL:

Nothing at this time.

LANDSCAPE:

Landscape Committee Chairperson went over some landscape items. Upon motion made, seconded and carried, it was

RESOLVED; to approve Union Service for trimming of the palms to be completed in September 2021

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
July 26, 2021
Open Session

LANDSCAPE CONTINUED:

Discussion ensued regarding Lot 124 and hard packing of the soil adjacent to the pilaster. An estimate from Pro Tec was reviewed for the work and additional clarification is needed to make a decision.

Two owners need to be sent a letter to cut back the vegetation from their fence that is impeding the landscape crew's ability to their job correctly.

NEW BUSINESS:

Sample Fine Policy: The Board reviewed sample fine policies. It was decided to place this item on the next agenda for further discussion to allow the board additional time to review the policies.

Homeowner Correspondence

No action at this time.

OPEN FORUM:

No items were brought forth for discussion

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:25 p.m.



Board Member

12/7/21

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
June 28, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Linda Romine	Secretary
David Hall	Treasurer
Bill Burzynski	- Position Not yet determined

BOARD MEMBERS ABSENT:

Julieta Thomas	Vice President
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ALSO PRESENT:

Alina Gonzalez	Lindsay Management Services
Interested Owners	

CALL TO ORDER:

The Meeting was called to order at 6:04 P.M. and was held via Zoom Teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from May 24, 2021.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of May 24, 2021, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from May 2021.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of May 2021 subject to year-end review by a certified public accountant.

Sonnenberg Review & Tax Engagement Letter:

The engagement letter was reviewed. Upon motion made; seconded and carried, it was

RESOLVED; to table the Sonnenberg Review estimate and see what the HOA paid last year, as this year's amount is a bit higher.

Note: Management is to report back to the Board with the amount paid for 2020. They will then decide if approved.

MANAGEMENT REPORT:

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS:

Annual Meeting: Management advised the Pre Ballot went out. Next notice to go out in July will be the Annual Notice/Ballot. No other comments/action required.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
June 28, 2021
Open Session**

ARCHITECTURAL:

Nothing at this time.

LANDSCAPE:

Landscape Committee Chairperson went over some landscape items. It was noted that palm tree trimming will be required soon. Management is to receive estimates. No other items at this time.

NEW BUSINESS:

Homeowner Correspondence

No action at this time.

Open Proposals

Management is to receive final proposals for the wrought iron fence and stucco wall. The Board would like to approve a proposal by next meeting.

OPEN FORUM:

Several owners addressed the Board of Director's with questions and or concerns about a specific residence in the community. The Board advised if the owners see suspicious behavior, to please contact the local Police Department. Additionally, an owner reported there is a barbwire fence below his residence that needs to be repaired. Per the Board, management is to obtain proposals for this and put the vendors in contact with the reporting owner, so the owner can point out the area of concern. Lastly, it was mentioned that we need "No Trespassing" signs installed in the trail area, to keep transients out. Per the Board, the HOA will get some signs to post.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:26 p.m.



Board Member

8/18/21

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
May 24, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Linda Romine	Secretary
David Hall	Treasurer
Bill Burzynski	- Position Not yet determined

BOARD MEMBERS ABSENT:

Julieta Thomas	Vice President
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ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Owners	

CALL TO ORDER:

The Meeting was called to order at 6:04 P.M. and was held via Zoom Teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from April 26, 2021.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of April 26, 2021, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from April 2021.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of April 2021 subject to year-end review by a certified public accountant.

2021-2022 Annual Budget:

The draft budget presented by the Treasurer and Management was reviewed and discussed. Upon motion made; seconded and carried, it was

RESOLVED; to approve the 2021-2022 annual budget as presented.

Sonnenberg Reserve Study:

The study was reviewed. Upon motion made; seconded and carried, it was

RESOLVED; to approve the Sonnenberg Reserve studyy as presented.

MANAGEMENT REPORT:

The Board reviewed the management report. It was noted that the 2021-2022 budget will be mailed along with the updated reserve study summary and required disclosures.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
May 24, 2021
Open Session

mailed along with the updated reserve study summary and required disclosures.

UNFINISHED BUSINESS:

Annual Meeting: It was noted that no one had volunteered to run for the Board. The Board unanimously agreed to move the Annual to August 2021. Board Members John Darroch and Linda Romaine graciously offered to run again.

ARCHITECTURAL:

Approvals were reviewed as submitted.

LANDSCAPE:

It was noted that not much is going on at the moment with landscape. All new plantings will be done within the next two weeks as previously approved by the Board.

NEW BUSINESS:

None.

OPEN FORUM:

No items brought forth.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 6:36 p.m.



Board Member

6-29-21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
April 26, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined
Julieta Thomas	Vice President
Linda Romine	Secretary
David Hall	Treasurer * arrived at 6:19 p.m.
Bill Burzynski	- Position Not yet determined

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Owners	

CALL TO ORDER:

The Meeting was called to order at 6:03 P.M. and was held via Zoom Teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from March 22, 2021.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of March 22, 2021, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from March 2021.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of March 2021 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report. It was noted that the 2021-2022 budget will need to be approved soon. Management will work with Dave Hall directly to review the draft budget and present to the Board.

ARCHITECTURAL:

4491 Coastline Ave: The owners were present to discuss their application. It was noted that modifications to the plan as requested by the HOA were being submitted. It was resolved that the new plans with changes would be reviewed and if all is submitted as discussed at the meeting, the application will be given final review and approval.

OPEN PROPOSALS:

None.

UNFINISHED BUSINESS:

Illegal Trail on HOA Property: It was discussed that owners are reporting that people have not been going through the area. The Board decided to hold off on discussing further installing chain-link fence for now

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
April 26, 2021
Open Session

Rule Change/Garage Sales: Discussion ensued regarding garage sales. It was noted that the CC&R's say the HOA cannot prevent owners from holding them, but that the signs **MUST** be down within 24 hours. It was resolved that a rule change was not needed at this time.

Annual Meeting: It was noted that no one had volunteered to run for the Board. The Board unanimously agreed to move the Annual to July 2021 to see if the Board Members can find neighbors willing to run for the Board.

LANDSCAPE:

It was noted that not much is going on at the moment with landscape. All new plantings will be done within the next two weeks as previously approved by the Board.

NEW BUSINESS:

Owner Correspondence: A letter from an owner about Eucalyptus trees needing to be trimmed was reviewed. It was noted that this owner has complained about this before and has been told previously that the trees they want trimmed do not belong to the HOA. The trees are on SDG&E property. The owner will be notified **AGAIN**, to contact SDG&E to see if they can get this resolved with SDG&E directly as this is not HOA domain.

OPEN FORUM:

It was suggested that an HOA email blast be sent asking for volunteers for the Annual Meeting. Management will ask Courtney to send a blast through the HOA website.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:24 p.m.



Board Member

6-28-21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
March 22, 2021
Open Session**

BOARD MEMBERS PRESENT:

Julieta Thomas	Vice President
Linda Romine	Secretary
Bill Burzynski	- Position Not yet determined.

BOARD MEMBERS ABSENT:

John Darroch	-Position not yet determined
David Hall	Treasurer

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Owners	

CALL TO ORDER:

The Meeting was called to order at 6:33 P.M. by Julieta Thomas and was held via Zoom Teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from February 21, 2021.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of February 21, 2021, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from February 2021.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of February 2021 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report. It was noted that pest control was to be addressed, but the Board tabled this so that the whole board could be present to discuss.

ARCHITECUTURAL:

4491 Coastline Ave: The owners were present to discuss their application. It was noted that the emailed plans had just been received and that the Board needed more time to review them. Owners understood and advised that they do have a final contract waiting to execute to complete their plans. The Board advised that they would review the application prior to the next HOA meeting.

4626 Pannonia: The Board reviewed the application and it was resolved that Julietta and Bill would visit with the owner to review their plans and that the Board would review their plans before the next HOA meeting.

RESOLVED; to approve their application for exterior painting, landscape renovations and

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
March 22, 2021
Open Session**

OPEN PROPOSALS:

Brightview Landscape: The board reviewed the bid present by the landscape chair for planting on Horizon. Upon motion made; seconded and carried, it was

RESOLVED; to approve the proposal for planting of 103 plants on Horizon for the amount for the amount of \$3660.35.

Pro Tec: The Board tabled the stucco wall repair bids for full board discussion.

Financial Review Bid: The Board tabled the financial review bid for full board discussion.

UNFINISHED BUSINESS:

Illegal Trail on HOA Property: Estimates being obtained to install a chain-link fence and for consideration in the 2021/2022 budget.

Fence/Walls: Management contacted counsel again seeking an update on this. Counsel advised they had setbacks due to Covid related matters and that they would make this a priority. Legal opinion was sought for the clarification for certain walls and fences on the property with regard to ownership and responsibility.

NEW BUSINESS:

No new business was addressed.

OPEN FORUM:

No items brought forth.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:07 p.m.

John A. Darroch
Board Member

4-27-21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
February 22, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined.
Julieta Thomas	Vice President
David Hall	Treasurer
Linda Romine	Secretary
Bill Burzynski	- Position Not yet determined.

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Homeowners	

CALL TO ORDER:

The Meeting was called to order at 6:40 P.M. by John Darroch and was held via Zoom teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from January 25, 2021.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of January 25, 2021, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from January 2021.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of January 2021 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report.

LANDSCAPE REPORT:

Discussion ensued regarding renovation of sections of the hillsides with new plant material. It was noted that there is still approximately \$4,200.000 remaining in the budget for plantings. The project will be scaled back to stay within the budget.

ARCHITECTURAL:

4560 Sea Bluff: Upon motion made; seconded and carried, it was

RESOLVED; to approve their application for exterior painting, landscape renovations and garage door replacement as submitted.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
February 22, 2021
Open Session**

UNFINISHED BUSINESS:

Illegal Trail on HOA Property: Estimates being obtained to install a chain-link fence and for consideration in the 2021/2022 budget.

Fence/Walls: Legal opinion was sought for the clarification for certain walls and fences on the property with regard to ownership and responsibility. Management advised that they are still waiting for further clarification from counsel. Additionally, more bids are being obtained.

NEW BUSINESS:

Reserve Study: The board reviewed the estimate from the reserve study specialist Sonnenberg CPA. Upon motion made; seconded and carried, it was

RESOLVED; to approve Sonnenberg CPA to conduct the Reserve Study update.

- Board Member Bill Burzinsky opposed.

OPEN FORUM:

Several owners were present to discuss recent law enforcement activity at a home within the community. Concerns were expressed regarding safety, It was resolved to inform the owner by letter of the activity and to contact Carlsbad PD to see if any additionally information could be provided to explain the extent of the matter and if the HOA should be concerned over any safety issues for the community.

No items brought forth.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 8:05 p.m.

Board Member *John A. Darroch*

4-27-21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
January 25, 2021
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined.
Julieta Thomas	Vice President
David Hall	Treasurer
Linda Romine	Secretary
Bill Burzynski	- Position Not yet determined.

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Homeowners	

CALL TO ORDER:

The Meeting was called to order at 6:233 P.M. by John Darroch and was held via Zoom teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session and during the Executive Session meeting the Board discussed a legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from December 28, 2020.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of December 28, 2020, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from December 2020.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of December 2020 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report.

LANDSCAPE REPORT:

Bids from Union Tree Trimming from Brightview Landscape were reviewed and discussed.

Upon motion made; seconded and carried, it was

RESOLVED; to approve the bid from Union Tree Trimming for \$4300 for trimming of 54 Carrotwoods, 3 Oaks and 4 Banana trees.

Upon motion made; seconded and carried, it was

REOLVED; to approve the estimates from Brightview for installation of Fountain Grass and Lantana on Sunnyhill.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
January 25, 2021
Open Session**

LANDSCAPE CONTINUED:

Upon motion made; seconded and carried, it was

RESOLVED; to approve the bid to install and remove old ground cover for \$988.34 on the slope on Telescope.

Discussion was brought up regarding Laurel Summac Trees and needing to find out which owners have them so the HOA can tell owners to trim them back. They are a fire hazard and after the recent fires, they have become a concern.

UNFINISHED BUSINESS:

Illegal Trail on HOA Property: It was noted that people are still using the trail. Discussion ensued regarding obtaining estimates for installing chain link fence of 40-50 in length along the area to prevent use of the illegal trail. It was noted that this isn't in the budget but estimates can be obtained and if it continues to be a problem, it may need to be budgeted for in the upcoming annual budget.

Fence/Walls: Legal opinion was sought for the clarification for certain walls and fences on the property with regard to ownership and responsibility. Management advised that they are still waiting for further clarification from counsel.

NEW BUSINESS:

Annual Meeting: Management advised that counsel had advised that the requirements are that the HOA hold an annual meeting, it does not say which month it must be held, and further that due to the law changes last year, and the delay of the prior year annual meeting, that it would be best for the Board to choose a month in between he usually held annual and the recently held annual in September.


The Board accepted this counsel and directed management to begin to formulate a new annual meeting calendar/timeline based upon this legal opinion.

OPEN FORUM:

No items brought forth.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:16 p.m. The next Board Meeting will be held on February 22, 2021.



Board Member

3/4/21
Date

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
December 28, 2020
Open Session

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined.
Julieta Thomas	Vice President
David Hall	Treasurer
Linda Romine	Secretary
Bill Burzynski	- Position Not yet determined.

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Homeowners	

CALL TO ORDER:

The Meeting was called to order at 6:6:28 P.M. by John Darroch and was held via Zoom teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on December 28, 2020. During the Executive Session meeting the Board discussed a legal issues, collections and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from November 23, 2020.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of November 23, 2020, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from November 2020.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of November 2020 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report.

NEW BUSINESS:

Architectural Applications:

4615 Sunburst- The owner presented their application and changes to their fence. The Board approved the application as submitted.

Homeowner Correspondence:

An owner requested that a neighbors trees be trimmed and cut down. After inspection it was found that the trees are actually on the SDGE Easement and the HOA does not control those trees. Management was directed to advise the reporting party accordingly.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
December 28, 2020
Open Session

Illegal Trail on HOA Property: Discussion ensued regarding an illegal trail that has been formed on the property. Legal opinion has been sought and it was noted that the HOA has the obligation to post no trespassing signs, however they keep getting removed. It was suggested that more native plantings be added to block the trail and that the City be contacted to supply their City Signs that indicate it is a crime to trespass to see if this helps to alleviate the damage to the nature preserve area.

Fence/Walls: Legal opinion was sought for the clarification for certain walls and fences on the property with regard to ownership and responsibility. It was noted that further research of maps will be necessary to fully ascertain the information. Management will follow up with counsel.

Website/New Owners Welcome Info: Discussion ensued regarding the information given to new owners and the escrow process. It was resolved that management would review the website for any outdated documents and work with the website administrator to make sure everything is up to date on it and to make sure the welcome package for new owners matches the site.

Wrought Iron Repair Basin Area: Bids were reviewed for repair and painting. It was noted that two bidders did not clarify that the whole fence would be repainted. Management to follow up on the bids and have them updated accordingly.

Stump Grinding/Removal: Upon motion made; seconded and carried, it was resolved to approve the proposal from Green Valley for stump grinding and removal per the scope submitted.

Pest Control: Bids for spider control were reviewed. It was resolved to table this matter until March 2021.

Proposals for Wall/Fence Repair: Bids were reviewed and not all 3 bids for each project had been submitted yet. It was duly noted that a final legal opinion on these should be obtained before finalizing any estimate.

UNFINISHED BUSINESS:
None.

LANDSCAPE COMMITTEE CHAIRPERSON:
No further discussion ensued.

OPEN FORUM:
No items brought forth.

The Board adjourned and reconvened back to Executive Session at 7:48 pm.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
December 28, 2020
Open Session

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:59 PM. The next Board Meeting will be held on January 25, 2021.

John A. Darroch
Board Member

4-27-21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
November 23, 2020
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined.
Julieta Thomas	Vice President
David Hall	Treasurer
Linda Romine	Secretary
Bill Burzynski	- Position Not yet determined.

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Homeowners	

CALL TO ORDER:

The Meeting was called to order at 6:35 P.M. by John Darroch and was held via Zoom teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on November 23, 2020. During the Executive Session meeting the Board discussed a legal issues, collections, landscape guidelines and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from October 26, 2020.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of October 26, 2020, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from October 2020.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements of October 2020 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report.

NEW BUSINESS:

Architectural Applications:

None.

Homeowner Correspondence:

None.

Taxes/Financial Review: Upon motion made, seconded and unanimously carried, the Board approved the tax and financial review bid from Sonnenberg CPA as submitted. the posts when they clean the areas, so they don't accumulate on the posts.

Illegal Trail om HOA Property: Discussion ensued regarding an illegal trail that has been formed on the property. No trespassing signs have been removed by an unknown person

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
November 23, 2020
Open Session

the day after had them installed. This trail is non an HOA trail and irt crosses an HOA lot and is a safety and liability matter for the HOA. The City has been contacted and the HOA attorney will be contacted. Management will also contact the Coastal Commission to see what they can to help correct this situation, since it also affects Coastal Commission land as well.

Circuit Breaker: The circuit breaker for the irrigation keeps tripping. The board approved a NTE of \$500 to have the electrician meet onsite with Nico to troubleshoot and fix it.

UNFINISHED BUSINESS:

Annual Calendar:

The Annual calendar was updated and provided to the Board for review.

LANDSCAPE COMMITTEE CHAIRPERSON:

Linda Romine reported on the status of bids and contracts. A landscape contract review was conducted and it was noted that the Brightview contract is still lower than the other bids even with the \$700 monthly increase. Upon motion made; seconded and unanimously carried, it was

RESOLVED; to approve the Brightview contract with the \$700 increase with the caveat that the contract has the HOA landscape scope of work as an addendum to the contract.

NEW BUSINESS:

Walls Discussion: Discussion ensued regarding certain walls on the property and the determination needing to be made with regard to responsibility of maintenance and repair. The HOA attorney opinion on this is still pending receipt.

Fence Discussion: Discussion ensued regarding the wrought iron fencing at the basin needing repairs in locations where it is rotted and needs sections repaired and or replaced. Management is awaiting receipt of bids for this matter.

OPEN FORUM:

No items brought forth.

The Board adjourned and reconvened back to Executive Session at 6:43 pm.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:18 PM. The next Board Meeting will be held on December 28, 2020.



Board Member

11/30/2020
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
October 26, 2020
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	-Position not yet determined.
Julieta Thomas	Vice President
David Hall	Treasurer
Linda Romine	Secretary
Bill Burzynski	- Position Not yet determined.

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Kristen Griggs	Lindsay Management Services
Interested Homeowners	

CALL TO ORDER:

The Meeting was called to order at 6:31 P.M. by John Darroch and was held via Zoom teleconference.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on October 26, 2020. During the Executive Session meeting the Board discussed a legal issues, collections, landscape guidelines and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from February 25, 2020.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of February 25, 2020, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from February 2020 to September 2020.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements from February -September 2020 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report.

NEW BUSINESS:

Architectural Applications:

4445 Sunnyhill: The application for solar/roofing was approved.

Homeowner Correspondence: The board review correspondence from a homeowner concerned about a common shared wall needing repair at 4445 Sunnyhill. Upon motion made; seconded and carried, it was

Resolved; to adjust the sprinklers and to split the estimate to repair the stucco with the owner for the portion of the wall facing the common area.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
October 26, 2020
Open Session**

Landscape extras submitted by BrightView: The Board reviewed a proposals from BrightView landscape to perform:

- 1.) Turf scalping and dethatching. Upon motion made, seconded and unanimously carried, the Board approved a proposal to dethatch the lawn as submitted.
- 2.) Treatment of 4 Oak trees for sooty mold.
- 3.) Soils testing where planting seem to not be taking.

Upon motion made, seconded and unanimously carried, the Board approved the three proposals as submitted.

It was noted that spiders and sticky spider webs seem to be accumulating on the fence posts. It was noted that Linda would ask Brightview if they can start blowing them off of the posts when they clean the areas, so they don't accumulate on the posts.

Landscape guidelines: The Board resolved to allow new board members additional time review the draft guidelines prior to sending them to the owners for the 28 day comment and review period.

UNFINISHED BUSINESS:

Annual Calendar:

The Annual calendar was updated and provided to the Board for review.

LANDSCAPE COMMITTEE CHAIRPERSON: No further items.

NEW BUSINESS:

Walls Discussion: Discussion ensued regarding certain walls on the property and the determination needing to be made with regard to responsibility of maintenance and repair. Upon motion made; seconded and carried, it was

RESOLVED; to approve a NTE amount of \$1,000 for counsel to review all legal descriptions as it pertains to the walls and report in writing to the Board the findings.

It was further noted that he contractors that had previously supplied estimates and reports for repair will need to come back out to update their estimates and reports.

Fence Discussion: Discussion ensued regarding the wrought iron fencing at the basin needing repairs in locations where it is rotted and needs sections repaired and or replaced. Management was directed to start the bidding process on the fencing at the basin and report back to the Board.

OPEN FORUM:

Items discussed in open forum included: Landscaping and general discussion.

The Board adjourned and reconvened back to Executive Session at 6:43 pm.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
October 26, 2020
Open Session**

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 6:43 PM. The next Board Meeting will be held on November 23, 2020.

John A. Darroch
Board Member

4-27-21
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
June 19, 2020
Regular Session**

BOARD MEMBERS PRESENT:

John Darroch	President
William Kloetzer	Vice President
Al Bernotas	Treasurer- Architectural Committee Chairperson
John Quartarone	Secretary

BOARD MEMBERS ABSENT:

Linda Romine	Member at Large- Landscape Committee Chairperson
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ALSO PRESENT:

Kristen Griggs	President - Lindsay Management Services
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CALL TO ORDER:

The Meeting was called to order at 3:31 P.M. by President, John Darroch and was held by teleconference.

EXECUTIVE SESSION SUMMARY:

No report.

TREASURER'S REPORT:

2020-2021 Budget: The Board reviewed the draft budget as presented.

Upon motion made, seconded and unanimously carried the Board approved the 2020-2021 Budget as submitted for mailing to the membership along with all of the required annual disclosures.

ARCHITECTURAL REPORT:

Architectural Applications:

4310 Horizon- The Board approved their application to replace the windows and doors as described per their application dated June 15, 2020.

4660 Sunburst- The Board approved their application to install solar per their application dated June 20, 2020.

OPEN FORUM:

No items brought forth.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 3:44 p.m.



Board Member

11-6-2020
Date

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
February 25, 2020
Open Session

BOARD MEMBERS PRESENT:

John Darroch	President
William Kloetzer	Vice President
Al Bernotas	Treasurer- Architectural Committee Chairperson
Linda Romine	Member at Large- Landscape Committee Chairperson
John Quartarone	Secretary

BOARD MEMBERS ABSENT: None

ALSO PRESENT:

Elizabeth Fields	Community – Manager Lindsay Management Services
Kristen Griggs	President - Lindsay Management Services
5 Interested Homeowners	

CALL TO ORDER:

The Meeting was called to order at 6:35 P.M. by President, John Darroch

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on February 25, 2020. During the Executive Session meeting the Board discussed a legal issues, collections, landscape guidelines and violations.

APPROVAL OF THE MEETING MINUTES:

The Board reviewed the meeting minutes from January 28, 2020.

Upon motion made, seconded and unanimously carried the Board approved the meeting minutes of January 28, 2020, as presented.

TREASURER'S REPORT:

The Board reviewed the Financial Statements from January 2020.

Upon motion made, seconded and unanimously carried the Board approved the Financial Statements from January 2020 subject to year-end review by a certified public accountant.

MANAGEMENT REPORT:

The Board reviewed the management report. No action at this time.

NEW BUSINESS:

Architectural Applications: There were six (6) applications presented to the Board for review.

4630 Sunburst Road – Remove and replace fence between their property and their neighbor. 4310 Horizon Dr. – The owner submitted plans to install an iron gate in the front entry of their home.

4545 Sunnyhill Dr. – The owner submitted plans to install a shed located behind their wall and behind a tree with trellis.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
February 25, 2020
Open Session

4275 Clearview Dr. – The owner submitted plans to install a cedar barrel sauna in the northwest corner of the backyard, repaint their home,

4250 Clearview Dr. – The owner Submitted plans to install a pool and slide in their backyard.

4546 Sunburst Rd. – The owner submitted plans to install a new sidewalk connecting to the existing sidewalk and new turf installation at the home. The Board approved the work.

Upon motion made, seconded and unanimously carried, the Board approved the architectural applications for 4630 Sunburst Road, 4310 Horizon Drive, 4545 Sunnyhill Drive, 4275 Clearview Drive, 4250 Clearview Drive, and 4546 Sunburst Rd.

Homeowner Correspondence: The board review correspondence from a homeowner concerned about a shed visible in the neighbor's yard. The Board determined the accused homeowner satisfied the rules by covering the shed with tree so that it is not visible from the street level view.

Landscape extras submitted by BrightView: The Board reviewed a proposal from BrightView landscape to perform turf scalping and dethatching. The proposal was tabled until further notice. The board reviewed a second proposal to remove Sumac trees.

Upon motion made, seconded and unanimously carried, the Board approved a proposal to remove sumac trees with an amount not to exceed 2,200.

The Board reviewed a proposal from Union Tree Service in the amount of 3,900 to trim carrot wood trees.

Upon motion made, seconded and unanimously carried, the Board approved a proposal from Union Tree Service in the amount of 3,900 to trim carrot wood trees.

UNFINISHED BUSINESS:

Election Amendment Discussion: The Board discussed the election amendment. No action at this time.

Annual Calendar:

The Annual calendar was updated and provided to the Board for review.

LANDSCAPE COMMITTEE CHAIRPERSON: None

OPEN FORUM:

Items discussed in open forum included: Landscaping and general discussion.

The Board adjourned and reconvened back to Executive Session at 8:09 pm.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
February 25, 2020
Open Session**

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 8:09 PM. The next Board Meeting will be held on April 08, 2020.



Board Member

11-6-2020
Date