

## MINUTES

The regular meeting of the Capistrano Court Condominiums HOA Board of Directors was held by conference call November 16, 2021. Participating were President Samantha Hooper, Vice President Elias Blanco and his son Andrew, Secretary Zora Darrow, Treasurer John Darrow, and Managing Agent Forrest Scruggs. A quorum was present.

The minutes of the July meeting were approved as presented.

### Financial report:

|          |             |
|----------|-------------|
| Checking | \$ 8,068.86 |
| Reserves | \$35,840.62 |

The liens on unit 6532 have all been paid to the HOA.

The proposed 2022 budget was approved. That includes a change in the monthly management fee to Realty One from \$450 to \$475.

New mailbox units are not available at this time. Perhaps some kind of temporary waterproofing could be done on the current mailboxes.

The proposed 2022 calendar for meetings was approved as presented.

The sewer line under 6512 and 6514 is backing up. Mack Vick is unavailable to do repairs until November 30. Elias and his neighbor have located a plumber who can do the repairs sooner. Elias will send the details by e-mail so Forrest can be sure the plumber is properly licensed. It was suggested that we should look into replacing the whole sewer line at once rather than piecemeal as problems arise.

Forrest will get quotes on repairing the potholes in the alley and by the dumpster.

The lockbox for the basement keys is jammed. Sam will get a new one of a different brand and new keys. The code will remain the same.

The meeting adjourned at 6:05 p.m.

Respectfully submitted,

Zora Darrow, Secretary

## MINUTES

The annual meeting of the Capistrano Court Homeowners Association was held September 21, 2021 by Zoom and conference call. Those participating were:

6502 John Darrow

6504 Zora Darrow

6508 Mike Slifka

6512 Elias Blanco

6520 Andrew Blanco

6524 Samantha Hooper

6530 Jennifer Plunkett

6532

6534 Debbie Darrow by proxy assigned to the HOA secretary

Managing agent Forrest Scruggs

The meeting was called to order at 6:07 p.m. A quorum was present.

The minutes of the 2020 annual meeting were approved as presented.

Forrest gave the property management report. Most items were in line with the budget. Expenses that exceeded the budget were snow removal because of the blizzard, and plumbing repairs.

Assets December 31, 2020      \$25,064.70

Assets August 31, 2021      \$16,942.74

6532 has been sold to new owners. Some of the delinquent amount has been paid to the HOA. Realty One will contact the lawyers as to the status of the rest.

One position on the HOA board of directors is up for election this year, for a term ending in 2024. Jennifer Plunkett was nominated and elected with 9 votes. Board members continuing to serve are Elias Blanco and Zora Darrow until 2022; John Darrow and Samantha Hooper until 2023.

We have not gotten bids yet for replacing the mailboxes. It was reported that a box that was too large for the package door was left on the ground under the mailboxes. It was then opened and items were stolen from it.

Forrest was requested to get bids on filling the potholes in the alley and near the dumpster.

The meeting adjourned at 6:28 p.m.

Respectfully submitted,

Zora Darrow, Secretary

## MINUTES

The regular meeting of the Board of Directors of the Capistrano Court Homeowners Association was held by conference call on July 27, 2021. Those participating were President Samantha Hooper, Vice President Elias Blanco, Secretary Zora Darrow, Treasurer John Darrow, and Managing Agent Forrest Scruggs. A quorum was present.

The meeting was called to order at 5:34 p.m.

The minutes of the May meeting were approved as presented.

Financial Statement as of June 30, 2021

|          |             |
|----------|-------------|
| Checking | \$ 3,618.66 |
|----------|-------------|

|          |             |
|----------|-------------|
| Reserves | \$13,516.24 |
|----------|-------------|

There have been some plumbing expenses. We are trying to clarify which bills are related to which unit, and determine who should be responsible for payment. The repairs recommended by the plumbers for unit 6502 have been completed.

The HOA continues to have legal expenses related to collecting our liens on 6532. The unit has been renovated and is for sale, but the prospective buyers have concerns about moisture in the crawl space and cracks in the foundation. Plumbers will be fixing any leaks and pumping out any water. Forrest said he did not believe the cracks were contributing to the moisture issue, and that cracks are common in buildings as old as ours.

When 6532 is sold, claimants to the proceeds include our liens, the mortgage holder, and Medicare (trying to recover the cost of Van Winkle's medical care). Anything remaining would go to the person named by Van Winkle as his heir. We have a separate lien against the heir for the HOA dues that have accrued since Van Winkle's death.

Handymen have looked at the leaning mail boxes and determined that they cannot be fixed. We will buy a new 18 box unit for a cost of about \$1900 plus installation.

The Annual Meeting is scheduled for September 21. Forrest reported that Realty One is conducting all such meetings by Zoom, and records them for legal reasons. Jennifer Plunkett's term on the Board will be up for election. Elias Blanco and Zora Darrow serve until 2022. John Darrow and Samantha Hooper serve until 2023.

The meeting adjourned at 6:12 p.m.

Respectfully submitted,

Zora Darrow, Secretary

## MINUTES

The regular meeting of the Board of Directors of the Capistrano Court Homeowners Association was held May 18, 2021 by conference call. Those participating were President Samantha Hooper, Vice President Elias Blanco and his son Andrew, Secretary Zora Darrow, Treasurer John Darrow, Officer-at-large Jennifer Plunkett, and Managing Agent Forrest Scruggs.

The meeting was called to order at 5:30 p.m. A quorum was present.

The minutes of the March meeting were approved as presented.

Forrest reported that the landscapers have mowed the lawn and turned on the sprinkler system.

USG has located a sewer leak under 6500. Elias taped it temporarily until it could be permanently repaired. The spigot outside 6530 was on the work order, but has not yet been repaired. Forrest will follow up.

Sam reported that the west side mailboxes need to be stabilized. She will send photographs to Forrest.

USG will do the snow removal starting next fall. Our costs for snow removal this year were about \$6,000, including \$2,600 for the blizzard. Forrest reported that was average for the smaller HOAs.

Financial statement as of April 30, 2021

|          |             |
|----------|-------------|
| Checking | \$5,503.31  |
| Reserves | \$12,353.98 |

Forrest reported that the large semiannual insurance bills are going to be paid on a monthly basis from now on.

Our attorneys will be separating the amount owed to us by the Van Winkle estate from the amount owed by the new owner. All communication is through the attorneys rather than Realty One. Jennifer reported that renovations on the unit are being made, complaining that she is hearing construction noise at all hours.

Sam will get quotes from painters. If the HOA is unable to afford painting at this time Jennifer may hire someone to paint only her unit, but will be careful to match the colors.

The pipes under the west side are in good condition, having been replaced fairly recently. We will ask Mac Vik to look at the pipes under the east side and recommend action.

The meeting adjourned at 5:58 p.m.

Respectfully submitted,

Zora Darrow, Secretary

## MINUTES

The regular meeting of the Board of Directors of the Capistrano Court Homeowners Association was held by conference call on March 23, 2021. Participants were President Samantha Hooper, Secretary Zora Darrow, Treasurer John Darrow, and Managing Agent Forrest Scruggs. A quorum was present.

The meeting was called to order at 5:42 p.m.

The minutes from the November 17, 2020 meeting and the January 26, 2021 meeting were approved.

Financial report:

|          |             |
|----------|-------------|
| Checking | \$6,526.11  |
| Reserves | \$17,772.70 |

The current owner of 6532 is fixing it up in preparation for sale. The HOA lien will be paid from the proceeds.

The landscaping has been changed to a new company. Forrest will inquire about the cost of spraying pesticides around the outside of the building.

Dog excrement continues to be an issue. Any observed incidents of owners or tenants not cleaning up after their dogs should be documented. Then letters including warnings or fines can be sent.

Samantha Hooper and Jennifer Plunkett have started a Group Me chat for Capistrano Court. Megan Patterson has been notified, but has not responded. John Darrow will be added.

The next Board meeting is scheduled for Tuesday, May 18, 2021.

The meeting adjourned at 6:00 p.m.

Respectfully submitted,

Zora Darrow, Secretary

## MINUTES

The regular meeting of the Board of Directors of the Capistrano Court Homeowners Association was held January 26, 2021 by conference call. Those participating were President Samantha Hooper, Vice President Elias Blanco, Secretary Zora Darrow, Treasurer John Darrow, Officer-at-large Jennifer Plunkett, Managing Agent Forrest Scruggs, and guest Andrew Blanco.

The meeting was called to order at 5:38 p.m. A quorum was present.

The approval of the November 2020 minutes was tabled until the next meeting.

### Financial Report

Balances as of December 31, 2020

Checking \$ 7,918.71

Reserves \$16,810.43

The lien on unit 6532 is around \$17,000, which the HOA will receive when the property is sold.

For the most part, 2020 was a normal year with expenses being close to what was budgeted. The exception was pipe replacement which cost around \$5,000.

MSP to repeal the increase in HOA dues, returning them to \$300 per month. Reasons given were the continued financial impact of the pandemic; the negative response of the homeowners to the announced increase; the fact that we have been able, with careful management, to pay our expenses from the current dues level.

Realty One has received correspondence from some of the homeowners which was passed on to the HOA board. The homeowners, led by Megan Patterson, expressed dissatisfaction with the money management of the current board. President Hooper and Treasurer Darrow will send responses to Ms. Patterson. President Hooper and Officer Plunkett will also look at ways to share more of the HOA information with the owners.

Officer Plunkett will get quotes on what it would cost to repaint the trim.

The meeting adjourned at 6:15 p.m.

Respectfully submitted,

Zora Darrow, Secretary