

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
January 24, 2022
Open Session**

BOARD MEMBERS PRESENT:

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

BOARD MEMBERS ABSENT

Julieta Thomas	Vice President
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ALSO PRESENT:

Alina Gonzalez	Lindsay Management Services
One Interested Owner	

CALL TO ORDER:

The Meeting was called to order at 6:50 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 December 13, 2021, as submitted.

TREASURER'S REPORT:

Management is to send the budget to Dave so he can make revisions that reflect the HOA assessment increase and the water numbers.

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:

Hillside Fence Repair

The Board and management are to get with the HOA's attorney to determine who is responsible for the fence next to Bill Burzynski's home. It was noted by a fellow owner that this may not be HOA's responsibility. The Board has reviewed the reserve study to try and determine if this fence is HOA responsibility and had no luck as the measurements were off. Meanwhile, Landscape Chairperson, Linda will get in contact with Andenes Landscape to see if he can determine if the damage is being caused by the owner's ficus trees.

NEW BUSINESS:

No action at this time.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
January 24, 2022
Open Session**

Homeowner Correspondence

4431 Coastline Ave- Erosion Issue-

The Board reviewed this owner's correspondence. Per the Board, there was a delay due to the change in landscape service providers. The Landscape Chairperson will get with Andenes to have them install dirt under the wall and compact the soil.

Open Proposals

There were proposals submitted by Andenes Landscape.

Upon motion made, seconded and unanimously carried the Board **approved** all proposals received from Andenes Landscape for the total amount of \$7,963.00.

LANDSCAPE:

Landscape Chairperson went over landscape items. Management was advised to look into when the carrotwood trees were last trimmed and to send a violation to a home on Sea Bluff for overgrown landscape.

ARCHITECTURAL:

4645 Sunburst- the Board approved this owner application to paint their home, as submitted.

4545 Coastline- the Board approved this owner application to re-stucco their home, as submitted.

OPEN FORUM:

Owner Richard Duffey addressed the Board again in regards to a stucco wall that he believes the HOA is not responsible to maintain/repair. This item will be looked into by the HOA attorneys to determine if it's HOA or Owner responsibility.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 8:30 p.m.



Board Member

3-10-22
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
February 28, 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
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 6:36 P.M. and was held via Zoom.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of January 24,2022, as submitted.

TREASURER'S REPORT:

2021-2022 Water Budget Report

The Board reviewed. Nothing noted at this time.

Financial Statements

Upon motion made, seconded, and unanimously carried the Board **approved** the Financial Statements of January 2022 subject to year-end review by a CPA.

Sonnenberg Reserve Study 2022

The Board reviewed and has not been approved at this time.

Per the Board, they would like management to reach out to the Reserve analyst and request what is the exact square footage of the fencing/walls, as the HOA needs to determine if the Hillside fence is included in the reserve study.

MANAGEMENT REPORT:

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS:

Hillside Fence Repair

Management is to reach out to the vendor the previous Board member Bill Bursynski contacted; to repair/repair sections of the fence instead of repairing the whole fence at once due to the cost. They would like the wall to be concrete block pilasters.

Trail Sign Install

Marsha from the California Coastal Commission will report to management if the signs are approved or if they have any further comment/direction.

NEW BUSINESS:

Homeowner Correspondence

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
February 28, 2022
Open Session

4270 Clearview Drive Basketball Hoop

The Board reviewed this owner's correspondence. Per the Board, they will close this matter and are okay with the basketball hoop being stored in its current place. Management is to send a follow up email and or letter.

Open Proposals

Nothing to approve currently.

LANDSCAPE:

Nothing currently.

ARCHITECTURAL:

4535 Sunnyhill Drive

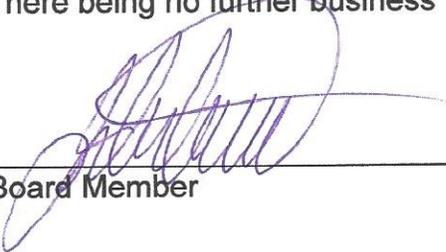
The Board approved this owner application to replace their patio cover, windows and sliding doors, as submitted.

OPEN FORUM:

Owner from 4650 Sunburst addressed the Board regarding the stucco wall along Hillside. He would like to know when this will be repaired/replaced. The Board advised the owner the wall has been observed for some time and the Board/management have reached out to several contractors, but the prices have been very high and, the Board is in the process of determining who responsibility this wall is. Per the attorney, they advised that the wall is HOA responsibility. Should this be HOA responsibility, the Board agreed it would be best to have the wall completed in sections with replacing it with concrete block pilasters as an alternative method.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:30 p.m.



Board Member

4-5-22
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
March 28, 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
Linda Romine	Secretary
David Hall	Treasurer (Attended mid meeting)
Julieta Thomas	Vice President

ALSO PRESENT:

Alina Gonzalez	Lindsay Management Services
One Interested Owner	

CALL TO ORDER:

The Meeting was called to order at 6:37 P.M. and was held via Zoom.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of February 28, 2022, as submitted.

TREASURER'S REPORT:

2021-2022 Water Budget Report

The Board reviewed. Nothing noted at this time.

Financial Statements

The Board reviewed the February 2022 financials and did not approve them at this time until the 2022 budget is corrected and reflected in the financials. To be reviewed at next months meeting.

Sonnenberg Reserve Study 2022

The Board will be meeting the Reserve study representative, as the Board has some questions regarding fences/walls etc. The reserve study may need to be revised and will be reviewed at the next meeting.

MANAGEMENT REPORT:

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS:

Hillside Fence Repair

Pending proposal from Protec.

Trail Sign Install

Pending response from the California Coastal Commission.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
March 28, 2022
Open Session**

NEW BUSINESS:

Homeowner Correspondence

Nothing currently.

Open Proposals

Nothing currently.

LANDSCAPE:

Landscape Chairperson discussed some landscape items. Also, a notice is to go out to all residents via email/mail to remind them not to approach the landscape crew. All comments and or questions from owners about landscape must be directed to management.

ARCHITECTURAL:

4446 Horizon Drive

The Board approved this owner application, as submitted.

OPEN FORUM:

Owner Bill Burzynski addressed the Board regarding the Hillside fence matter. The Board answered his questions and advised him that this fence will be reviewed by the attorney and reserve study rep to confirm that this fence is HOA responsibility, and the HOA is awaiting a proposal from Protec.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:30 p.m.



Board Member

5-6-22
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
April 25, 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
Linda Romine	Secretary
David Hall	Treasurer
Julieta Thomas	Vice President

ALSO PRESENT:

Alina Gonzalez Lindsay Management Services
A Few Interested Owners

CALL TO ORDER:

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

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of March 28, 2022, as submitted.

TREASURER'S REPORT

2021-2022 Water Budget Report:

The Board reviewed. Nothing noted at this time.

Financial Statements:

The Board reviewed the March 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **approved** the March financials, as submitted.

Sonnenberg Reserve Study 2022:

The Board reviewed the reserve study draft submitted by Sonnenberg.

Upon motion made, seconded, and unanimously carried the Board **approved** the reserve study, as submitted.

Note: once the surveyor confirms if the HOA is responsible for the wall along Hillside, we will need to alert Sonnenberg of this so they can add this wall/dimensions in the study.

MANAGEMENT REPORT

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS

Hillside Fence Repair:

Pending proposal from Protec and management was advised to retrieve an updated proposal from Vista 5 Contracting and Superior Stucco. Additionally, waiting to have the wall surveyed by Surveyor William Tuck to see who is responsible for the wall.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
April 25, 2022
Open Session

Trail Sign Install:

Management sent photos of the signs that will be ordered. Pending response/approval from the California Coastal Commission.

NEW BUSINESS

2022-2023 Annual Budget Draft:

Management provided a draft budget for the Board to review and edit. Board Treasurer Dave added some notes to the budget. Management is to correct column E on the excel spreadsheet, so it adds up, add \$10,000 to tree trimming, add 11,900 for landscape extras and add any excess income into tree trimming and landscape extra.

Open Proposals:

The Board reviewed the proposal received from Kirk Miller Insurance.

Upon motion made, seconded, and unanimously carried the Board **approved** the Kirk Miller insurance, as submitted.

Homeowner Correspondence:

Nothing currently.

LANDSCAPE

Landscape Chairperson discussed some landscape items. There was note in a few months the HOA will need to solicit proposals for tree trimming from Andenes Landscape and Union Tree Service; for the palm trees and carrotwood trees.

ARCHITECTURAL

4291 Skyline:

The Board approved this owner application, as submitted.

4676 Pannonia:

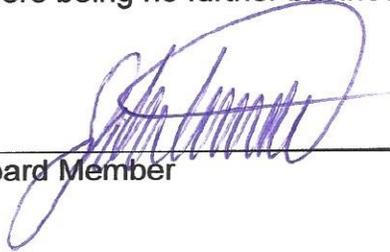
The Board approved this proposal with one condition. They would like the owner to provide drawings or a site map of where this glass wall will be installed. Just to confirm it's along the owner's property line and not on HOA property.

OPEN FORUM:

Nothing brought forward at this time.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:30 p.m.



Board Member

7-5-22
Date

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
May 23, 2022
Open Session

BOARD MEMBERS PRESENT:

John Darroch	President
Linda Romine	Secretary
David Hall	Treasurer
Julietta Thomas	Vice President

ALSO PRESENT:

Alina Gonzalez Lindsay Management Services
A Few Interested Owners

CALL TO ORDER:

The Meeting was called to order at 6:30 P.M. and was held via Zoom.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of April 28, 2022, as submitted.

TREASURER'S REPORT

2021-2022 Water Budget Report:

The Board reviewed. Nothing noted at this time.

Financial Statements:

The Board reviewed the April 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **approved** the April financials, as submitted.

Sonnenberg Reserve Study 2022:

The Board reviewed the reserve study final copy submitted by Sonnenberg.

Upon motion made, seconded, and unanimously carried the Board **approved** the final reserve study, as submitted.

MANAGEMENT REPORT

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS

Hillside Fence Repair:

The Board discussed the Hillside fence replacement project. The HOA has received proposals from three (3) vendors and is awaiting to have the wall surveyed so we get clarification if the wall is HOA or owner responsibility. There has been a delay with the current surveyor, so Management and Board member, John will try and locate a few more surveyors.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
May 23, 2022
Open Session**

Trail Sign Install:

Management sent photos of the signs that will be ordered. Pending response/approval from the California Coastal Commission.

NEW BUSINESS

2022-2023 Annual Budget:

Upon motion made, seconded, and unanimously carried the Board **approved** the 2022-2023 budget, as submitted.

Open Proposals:

Nothing to approve currently.

Homeowner Correspondence:

The Board reviewed correspondence from an owner regarding an overgrown tree at a neighbor's property. Per the Board, they advised management to send out a courtesy notice to the new owners and have them trim down to the allowed height.

LANDSCAPE

Landscape Chairperson advised nothing to report at this time.

ARCHITECTURAL

4255 Clearview:

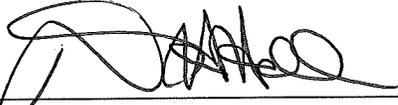
The Board approved this owner application, as submitted.

OPEN FORUM:

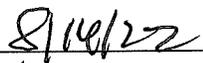
An owner in attendance had question on where he can find the meeting agenda prior to meetings. The Board advised the agenda is posted on the website and on the bulletin Board each month before the meeting.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:20 p.m.



Board Member



Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
June 27, 2022
Open Session**

BOARD MEMBERS PRESENT:

Linda Romine	Secretary
David Hall	Treasurer
Julieta Thomas	Vice President

BOARD MEMBERS ABSENT:

John Darroch	President
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ALSO PRESENT:

Alina Gonzalez	Lindsay Management Services
One Interested Owner	

CALL TO ORDER:

The Meeting was called to order at 6:23 P.M. and was held via Zoom.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of May 23, 2022, as submitted.

TREASURER'S REPORT

Financial Statements:

The Board reviewed the May 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **approved** the May financials, as submitted.

CD Rates

Upon motion made, seconded, and unanimously carried the Board **approved** moving the matured CD into a 6-month CD, as submitted.

Management will move forward with Pacific Premier Bank to move the CD that expired on June 26, 2022, into a 6-month CD.

MANAGEMENT REPORT

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS

Hillside Fence Repair:

The HOA has received proposals from three (3) vendors and is awaiting to have the wall surveyed so we get clarification if the wall is HOA or owner responsibility. Management will send in the deposit required to the surveyor and get back to the Board with the scheduled date.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
June 27, 2022
Open Session

Trail Sign Install:

Board member Linda advised the signs were installed incorrectly and will be re-installed soon by Nico and Fred.

NEW BUSINESS

Open Proposals:

BHA Inc Surveyor Proposal-

Upon motion made, seconded, and unanimously carried the Board **approved** the proposal received from BHA Inc. to do the survey for the hillside wall, as submitted.

Homeowner Correspondence:

Nothing at this time.

LANDSCAPE

Landscape Chairperson advised nothing to report at this time.

ARCHITECTURAL

4270 Clearview- Solar:

This approval is on hold until management/Board receives an updated drawing to show the panels will be installed on the back side of home instead of the front of home.

4670 Pannonia- Solar:

Upon motion made, seconded, and unanimously carried the Board **approved** this owner application, as submitted.

4647 Pannonia- Backyard Kitchen Install:

Upon motion made, seconded, and unanimously carried the Board **approved** this owner application, as submitted.

OPEN FORUM:

Nothing at this time.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 6:58 p.m.



Board Member

8/14/22
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
July 25 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
Linda Romine	Secretary
David Hall	Treasurer

BOARD MEMBERS ABSENT:

Julieta Thomas	Vice President
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ALSO PRESENT:

Alina Gonzalez	Lindsay Management Services
One Interested Owner	

CALL TO ORDER:

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

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of June 27, 2022, as submitted.

TREASURER'S REPORT

Financial Statements:

The Board reviewed the June 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **approved** the June financials, as submitted.

Note: The Board would like only one GL Code for "electricity". Management is to have AP move GL code 5100 to 5105.

Also, management is to void out the BHA check that was mailed to John and take the new check to Dave for signature. Drop off the check to BHA to expedite service for land survey.

MANAGEMENT REPORT

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS

Hillside Fence Repair:

Pending survey from BHA. Once the HOA receives the survey and finds out who's responsible for the wall, the Board will move forward with approving a proposal from the three (3) submitted.

Trail Sign Install:

Management had to order a left arrow sign. Pending install.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
July 25 2022
Open Session**

NEW BUSINESS

Open Proposals:

Nothing currently.

Homeowner Correspondence:

Nothing currently.

LANDSCAPE

Landscape Chairperson advised nothing to report at this time.

ARCHITECTURAL

4270 Clearview- Solar:

Upon motion made, seconded, and unanimously carried the Board **approved** this owner application, as submitted.

OPEN FORUM:

Nothing currently.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:00 p.m.



Board Member

5/22/23
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
August 29, 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
Julieta Thomas	Vice President
Linda Romine	Secretary
David Hall	Treasurer

ALSO PRESENT:

Alina Gonzalez Lindsay Management Services
Four (4) Interested Owners

CALL TO ORDER:

The Meeting was called to order at 6:17 P.M. and was held via Zoom.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of July 25, 2022, as submitted.

TREASURER'S REPORT

Financial Statements:

The Board reviewed the July 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **approved** the July financials, as submitted.

Note: investigate what's the procedure to assess special assessments. Also, investigate how much the HOA can use from their reserves and how much are in their reserves?

MANAGEMENT REPORT

The Board reviewed the management report. No action required.

UNFINISHED BUSINESS

Hillside Wall Discussion:

The Board discussed they have received the survey from BHA, and it indicated the wall is HOA responsibility. Management will reach out to vendors who submitted a proposal a few months back to see if the prices still stand or if they can resubmit proposals. Board member Linda will be sending over a proposal too.

NEW BUSINESS:

Open Proposals-

The Board reviewed the proposals received from Zuniga and Union Tree Service to do palm tree trimming.

Upon motion made, seconded, and unanimously carried the Board **approved** the Zuniga palm tree trimming proposal, as submitted.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
August 29, 2022
Open Session

Andenes Landscape Notice of Increase-

The Board reviewed the Andenes Landscape notice of increase.

Upon motion made, seconded, and unanimously carried the Board **approved** the Andenes increase, as submitted.

Sonnenberg Year End Review Audit Draft-

The Board reviewed the Sonnenberg Audit draft.

Upon motion made, seconded, and unanimously carried the Board **approved** the Sonnenberg audit draft, as submitted.

HOMEOWNER CORRESPONDENCE:

Nothing currently.

LANDSCAPE:

Landscape Chairperson went over landscape items. Management was advised to send a violation letter to 4486 Horizon to have them trim back the plant material behind their home, so it does not grow down the embankment.

ARCHITECTURAL:

Nothing currently.

OPEN FORUM:

Nothing currently.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 6:58 p.m.



Board Member

PRESIDENT

10-1-22

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
September 26, 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
Julieta Thomas	Vice President
Linda Romine	Secretary
David Hall	Treasurer

ALSO PRESENT:

Alina Gonzalez Lindsay Management Services
Several Interested Owners

CALL TO ORDER:

The Meeting was called to order at 6:42 P.M. and was held in the LMS conference room and via Zoom.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of August 29, 2022, as submitted.

TREASURER'S REPORT

Financial Statements:

The Board reviewed the August 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **approved** the August 2022 financials, as submitted.

MANAGEMENT REPORT

The Board reviewed the management report.

Mgt Note: investigate who purchased the gift cards last year and find out how much were they. Management is to report back to Julie so she can purchase the gift cards for Nico & Fred.

UNFINISHED BUSINESS

Property Map:

No action required

Hillside Wall Discussion:

The Board discussed this topic. The HOA will be replacing this wall and will be deciding which vendor they will be using by the next meeting. Management was instructed to find out how much the HOA can use out of reserves and within how long does the HOA need to pay the reserves back.

NEW BUSINESS

Open Proposals:

The Board reviewed the proposals submitted by Protec, SCS Concrete and Chief Construction for the Hillside wall replacement. Once the Board has clarification on a few more items from management and vendor Vista 5, they will move forward with a vendor.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
September 26, 2022
Open Session

Homeowner Correspondence:

Nothing currently.

LANDSCAPE

Landscape Chairperson went over landscape items. There was an owner concerned about a carrotwood tree that is overgrown near her property. Landscape Chairperson Linda will get with Andenes to see how much that would cost to trim.

ARCHITECTURAL

Nothing currently.

OPEN FORUM:

A homeowner asked the Board if there are any restrictions on replacing his front door. The Board addressed the owner and advised him as long as he stays within the architectural guidelines, he can replace his front door with architectural/Board approval.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:11 p.m.



Board Member

11-11-22
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
October 17, 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
Julieta Thomas	Vice President
Linda Romine	Secretary
David Hall	Treasurer

ALSO PRESENT:

Alina Gonzalez Lindsay Management Services
Several Interested Owners

CALL TO ORDER:

The Meeting was called to order at 6:24 P.M. and was held in the LMS conference room and via Zoom.

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of September 26, 2022, as submitted.

TREASURER'S REPORT

Financial Statements:

The Board reviewed the September 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **approved** the September 2022 financials, as submitted.

MANAGEMENT REPORT

The Board reviewed the management report and correction required on item #8. Capitalize Linda's name. No other action required.

UNFINISHED BUSINESS

Property Map:

No action required

Hillside Wall Discussion:

The Board discussed this topic so the owners in attendance are aware of the Boards' plans. Several owners had feedback on the wall being replaced and mentioned they would like the Board to receive quotes for wrought iron fencing vs. replacing with what's in place. Another owner made comment that the responsibility of the wall is not HOA responsibility. The Board mentioned to the owners that they will investigate their feedback.

Management is to reach out to all the owners that will be affected and ask if they would agree with having wrought iron fencing installed instead of the existing material.

NEW BUSINESS

Open Proposals:

The Board will review all proposals for the Hillside wall in an executive meeting in November. To be determined.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
October 17, 2022
Open Session**

Homeowner Correspondence:

Nothing currently.

LANDSCAPE

Landscape Chairperson went over landscape items and the Board reviewed a proposal submitted by Andenes landscape for landscape enhancement throughout the community and Sumac tree removal/trimming.

Upon motion made, seconded, and unanimously carried the Board **approved** the proposal submitted by Andenes, as submitted.

Note: Linda is to get pricing from Andenes to have them include more sumac trees on the proposal.

ARCHITECTURAL

Arch App 4656 Pannonia:

The Board and architectural committee reviewed this owners' plans. The members would like to clarify some items with the owner on his proposed arch plans. Not approved at this time. Pending.

OPEN FORUM:

Nothing currently.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 8:14 p.m.



Board Member

12-7-22
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
November 28, 2022
Open Session**

BOARD MEMBERS PRESENT:

John Darroch	President
Julieta Thomas	Vice President
Linda Romine	Secretary
David Hall	Treasurer

ALSO PRESENT:

Alina Gonzalez Lindsay Management Services
Several Interested Owners

CALL TO ORDER:

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

APPROVAL OF THE MEETING MINUTES:

Upon motion made, seconded, and unanimously carried the Board **approved** the meeting minutes of October 17, 2022, as submitted.

TREASURER'S REPORT

Financial Statements:

The Board reviewed the October 2022 financials.

Upon motion made, seconded, and unanimously carried the Board **did not approve** the October 2022 financials, as the Board needs clarification on the income expense statement "fines" amount.

Create Plan to Repay Reserves:

Board member Dave has drafted a letter for the membership and management is to send it to the HOA's attorney.

MANAGEMENT REPORT

The Board reviewed the management report. No other action required.

UNFINISHED BUSINESS

Property Map:

Per the Board, they would like management to not include the property map in the monthly Board packets.

Hillside Wall Discussion:

The Board discussed this topic so the owners in attendance are aware of the Boards' decision. The Board has selected a vendor and made mention that a letter will be mailed to all owners to disclose the plan to pay back the reserves etc.

NEW BUSINESS

Open Proposals:

Per the Board, they have approved a proposal from Vista 5 contracting to proceed with stucco concrete wall.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
November 28, 2022
Open Session**

Homeowner Correspondence:

Nothing currently.

LANDSCAPE

Landscape Chairperson went over landscape items and the Board reviewed a proposal submitted by Andenes landscape for Sumac tree removal/trimming.

Upon motion made, seconded, and unanimously carried the Board **approved** the proposal submitted by Andenes, as submitted for \$1,100.00.

ARCHITECTURAL

Arch App 4656 Pannonia:

The Board and architectural committee reviewed this owners' plans. The members would like to clarify some items with the owner on his proposed arch plans. Not approved at this time. Pending.

Arch App 4545 Coastline:

The Board and architectural committee reviewed this owners' plans.

Upon motion made, seconded, and unanimously carried the Board **approved** this owner's arch application as submitted.

Arch App 4335 Sunnyhill:

The Board and architectural committee reviewed this owners' plans that was brought forward at the meeting by a Board member.

Upon motion made, seconded, and unanimously carried the Board **approved** this owner's arch application as submitted.

Arch App 4446 Horizon:

The Board and architectural committee reviewed this owners' plans that was brought forward at the meeting by a Board member.

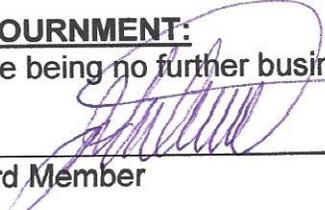
Upon motion made, seconded, and unanimously carried the Board **approved** this owner's arch application as submitted.

OPEN FORUM:

The owner from 4585 Sunnyhill addressed the Board about overgrown trees he would like removed. Board member Linda responded to the owner and mentioned she would get a proposal from Andenes to remove those trees, but he would be responsible to pay for the trees to be removed.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:58 p.m.



Board Member

1-31-23
Date

**SUNSET PLACE HOMEOWNERS' ASSOCIATION
RECONVENED ANNUAL MEETING OF MEMBERSHIP
September 26, 2022**

MEETING MINUTES

CALL TO ORDER:

The Meeting was called to order by John Darroch at 6:08 P.M., on September 26, 2022, and was held in the LMS conference room and via Zoom.

QUORUM:

It was announced that Quorum was established with 60 members represented in person or by Secret Ballot.

INSPECTOR OF ELECTIONS:

Owners Jeff Keirms and Richard Duffey was appointed to act as the inspector of elections for the reconvened annual meeting.

CANDIDATES:

Candidates for election were Julieta Thomas and David Hall.

NOMINATIONS:

The floor was opened for nominations for same at this time. As there were none, the floor was closed.

ELECTION RESULTS:

There were three candidates for three positions. The following Directors were elected by a majority vote:

(1) Julieta Thomas – 68 Votes (2) David Hall – 66 Votes

Write in Candidates:

(1) Fred Hauth- 3 Votes (2) Micheaux Hall- 1 Vote

MINUTES AND YEAR END EXCESS INCOME:

Per the Ballots the approval of the Annual Minutes of the 2021 annual meeting and the Year End Income Resolution both passed with approval by vote of the membership.

Minutes- 55 Votes for approval

IRS- 57 Votes for approval

Note: revision is required of the previous annual meeting minutes. Management is to correct Linda Romine's name.

PRESIDENT'S REPORT:

The President brought owners in attendance up to speed on an upcoming major project regarding a fence replacement that will be a big expense to the reserves.

TREASURER'S REPORT:

The Treasurer brought owners in attendance up to speed on the current state of the Associations financials. Owners were advised they should expect an assessment increase due to the large expense on the fence replacement.

ADJOURNMENT:

There being no further business to come before the Membership, the Meeting was adjourned at 6:40 P.M.

ATTEST:

BOARD MEMBER

12/22/23
DATE