



The Capitol Lofts
711 Main Street
Houston, Texas 77002
713-777-7368

THE CAPITOL LOFTS COUNCIL OF CO-OWNERS
MEETING OF THE BOARD OF DIRECTORS
Virtual Teleconference
April 13, 2022 at 6:00 PM
AGENDA

- **CONFIRMATION OF A QUORUM**
- **HOMEOWNER FORUM** – *In the interest of time we ask that all matters be limited to 3 minutes per owner*
- **CALL TO ORDER**
- **ADOPTION OF AGENDA**
- **CONSIDERATION OF PRIOR MEETING**
 - Meeting minutes from the March 9th, 2022 Board of Directors meeting
- **MANAGER'S REPORT**
 - Garage Remote Audit has been completed. All remotes currently assigned to the Capitol Lofts have been assigned to the correct unit owners. Approximately 32 garage remotes were deactivated due to non-activity or not accounted for by the owners
 - Potholes near garage gate have been filled. Will schedule for a couple more in the garage to be filled
 - Painting of the lobbies has been started. Boxer internal painters to assist with completing remaining lobbies
 - AT&T directory line has been switched to Comcast. Monthly charge for the directory line will decrease from \$236/mth to \$45/mth
 - Electricity Comparison – Please see charts provided
- **PRESIDENT'S REPORT**
 - March 2022 Delinquent Accounts Balance - \$0.00
- **NEW BUSINESS**
 - Election of Directors Results:
The term of Jack Downes and Michael Moore was set to expire on March 31, 2022. Boxer Property received Director Applications and nominee forms, which were posted on the Vote HOA Now website. With 66.41% of votes received, Jack Downes and Michael Moore were re-elected to remain on the Board of Directors. Jack Downes was appointed by the Board to remain President and Michael Moore was appointed to remain as Vice President.
- **OLD BUSINESS**
 - Discussions regarding changes to by-laws
 - a. Remove items that are technically 'rules' to a consolidated rules list outside of by-laws
 - b. Change length of officer terms to 3 yrs. to maintain more continuity

- **PROJECT HOPPER:**

1. **Gasket Inspection/Re-Glazing of the Main Street Façade:**

- Labor & Equipment to inspect the windows - \$2,902.14
- Windows need repairing; cost is \$81.20/window. Approximately 132 Windows (Façade Only) - \$10,716.75
- Approximately 45 balcony windows (3 – 9) - \$3,653.44
- Washing Façade Only - \$1,840.25

****Line items 1 & 2 are contingent of windows actually needing repairs. Cost shown is the “max” cost based on window counts. Cost could be considerably less depending on findings during the inspection****

2. **Directory Replacement: \$2,612.61 (Current Directory was manufactured in 1997)**

- Cut Sheet Attached
- Web Browser Compatible
- On-Line Event History Log up to 50,000 transactions

- **NEXT MEETING**

- May 11, 2022

- **ADJOURNMENT**

- **EXECUTIVE SESSION** - *To Follow the Meeting of The Board of Directors*



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ANNUAL MEETING OF THE BOARD OF DIRECTORS
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March 9, 2022 at 6:00 PM
MINUTES**

- **HOMEOWNER FORUM**

Homeowners present (3):

Childers (702) – Mentioned vehicles blocking the ingress/egress of the parking garage

Baetz (704) – Listening in on meeting

Sanford (901) – Inquired about utilizing a parking space to place storage bins in front of vetches within a parking space

- **CONFIRMATION OF A QUORUM**

Directors Present:

Jack Downes

Brandon Pierce

Michael Moore

Renee Rodriguez

In Attendance:

Daniel Kuehn – Boxer Property Management

Kyle Bolin – Boxer Property Management

- **CALL TO ORDER**

The meeting was called to order at 6:14pm

- **ADOPTION OF AGENDA**

Motion to Approve the March 9, 2022 Agenda

Proposed by: Jack Downes

Seconded by: Michael Moore

- **PRESIDENT'S REPORT**

Jack Downes presented a year in review and future projects

- **MANAGER'S REPORT**

Election of Directors Results:

The term of Jack Downes and Michael Moore is set to expire on March 31, 2022. Boxer Property received Director applications and nominee forms, which were posted on the Vote HOA Now website. With 66.41% of votes received, Jack Downes and Michael Moore were re-elected to remain on the Board of Directors. Jack Downes was appointed by the Board to remain President and Michael Moore was appointed to remain as Vice President.

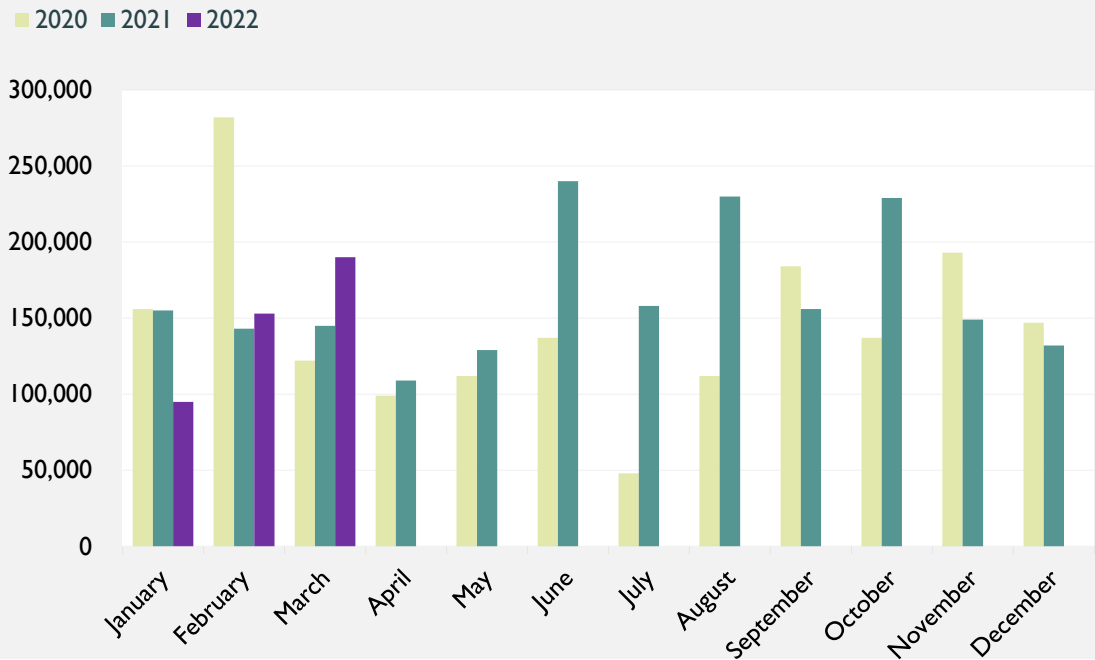
- **NEXT MEETING**
 - April 13, 2022
- **ADJOURNMENT** - Meeting was adjourned at 6:39pm
- **EXECUTIVE SESSION** - *To Follow the Meeting of The Board of Directors*

Capital Lofts

Water Usage

BUDGET TOTALS	January	February	March	April	May	June	July	August	September	October	November	December
2020	156,000	282,000	122,000	99,000	112,000	137,000	48,000	112,000	184,000	137,000	193,000	147,000
2021	155,000	143,000	145,000	109,000	129,000	240,000	158,000	230,000	156,000	229,000	149,000	132,000
2022	95,000	153,000	190,000									

USAGE SUMMARY



Electricity Usage

BUDGET TOTALS	January	February	March	April	May	June	July	August	September	October	November	December
2020	26,519	26,720	26,939	27,184	27,446	27,730	22,560	22,720	21,440	16,880	14,800	15,120
2021	14,720	12,960	13,440	14,720	14,800	18,240	22,762	22,452	21,416	17,025	13,260	11,813
2022	12,691	9,326	10,230									

USAGE SUMMARY

■ 2020 ■ 2021 ■ 2022

