

AGM Sonoma Pines Homeowners Management Ltd.
Thursday May 20, 2009 CORIX 2010
Minutes of Meeting

Registration: Bonnie-Lee Hansen, Bob Welsh and Linda Hamilton of Corix Utilities & Jane Perrault and Eileen Lugossy of SPHOM Board

Minutes taken by Bonnie-Lee Hansen & Bob Welsh of Corix Utilities

In Attendance: Board of Directors SPHOM

| | |
|----------------|--------------------------------------|
| Eileen Lugossy | Chair |
| Dave Gingras | Vice Chair |
| Joel Young | Director & Block Watch Chair |
| Cecil Harder | Director & Snow Removal Chair |
| Jane Perrault | Director & RV Committee Chair |
| Ingrid Kirchin | Director & Landscape Committee Chair |
| Joe Farkas | MF Rep |

Guests

| | |
|-------------------|-------|
| Bob Welsh | Corix |
| Bonnie-Lee Hansen | Corix |
| Bill Eager | Rykon |
| Paul Perschon | Rykon |

Call to Order

Meeting was called to order at 6:07pm by meeting Chair Eileen Lugossy

Calling of Roll and Certifying Proxy

Bonnie-Lee Hansen (Corix Utilities) finalized the final count and provided Eileen Lugossy with the totals for the meeting.

171 Home Owners including Rykon
90 Proxies
101 Units represented
This constituted a quorum.

Filing Proof of Notice of Meeting

Bonnie-Lee Hansen (Corix Utilities) declared that the notification of the meeting was mailed on May 6, 2010 and provided Eileen Lugossy with a written copy of proof.

Approval of Agenda

Dave Gingras made motion to accept agenda.
Seconded – 3911 Sonoma Pines Drive
Passed – Motion Carried

Introduction of Board Members & Guests

Board:

Eileen Lugossy introduced the Board of Directors, herself, Dave Gingras, Cecil Harder, Joel Young, Jane Perrault, Ingrid Kirchin and Joe Farkas.

Guests:

Carrington Holdings; Paul Perschon and Bill Eager. Bob Welsh and Bonnie-Lee Hansen from Corix Utilities.

Approval of Minutes from 2009 AGM

Dave Gingras made motion to accept minutes of May 26, 2009 AGM.
Seconded - 4119 Solana Place

Chairman's Report

Eileen Lugossy read a brief letter thanking all Board members and others for all their hard work and help from the past year.

Committee Reports

Landscape Report

Eileen Lugossy introduced Ingrid Kirchin, Chair of the Landscape Committee

Accomplishments 2009 /10

- Access paths installed for Sorrento Lane Park
- Perimeter fencing painted Phases 1,2 & 4
- Implemented Pine Beetle tag program
- Completed acceptance of irrigation for MF Phases 4,5 & 5b. Phase 6 is on-going
- Documented all the common clocks
- Developed the initial concept of ECO-Scaping the front Oval and entrance to Sonoma Pines
- Did not complete the WFN grant project due to resources and timing. (no SP funds used)

Highlights 2010 / 11

- Fence painting will be completed for Sonoma pines drive and the RV park
- Landscape services for all phases will be tendered for the 2011 / 12 season
- Additional bids will be requested from the landscape service providers for the Oval, including design
- The front entrance sides will be designed & planned based on completion of the Oval
- Rykon will contribute materials and effort to enhance the lighting for the Oval and entrance

Why ECO – Scape?

- Will produce a professionally designed impressive front entrance to Sonoma Pines
- Eco friendly water conservation techniques will be used
- Combination of flowering trees, perennial flowering shrubs and various colored plants
- Will not eliminate but will decrease maintenance costs for the common areas
- Is strongly supported by the WFN and regional governments

Block Watch

Eileen Lugossy introduced Joel Young, Chair of the Block Watch Committee.

1. Fall 2009 - began Committee formation upon Sonoma Pines Board approval
2. Initiated alliances with WFN Enforcement & Central Okanagan Crime Prevention
3. Held Committee orientation for Board with Duane McTavish, CORD Crime Prevention Coordinator who presented Block Watch Outdoor signs, brochures, instructions, Block Captain applications & engraving machine for owners use.
4. **Actions Taken & Outstanding:**
 - a. 7 Committee members approved by RCMP Kelowna with 3 additional members approval underway
 - b. Block Captains were requested to complete Phase Maps after engaging each homeowners interest in participating in the program.

Outstanding

- c. Block Watch signs erected at Sonoma main gate entrance and Boucherie Rd.
- d. By Nov. 2009, Joel identified that until Block Captains completed the Phase maps to present to RCMP Kelowna, he would explore the creation of a Sonoma Safety & Security Information System. December was left inactive due to the holiday period.
- e. Jan-Feb. 2010 meetings individually with Fire, Police (3), Ambulance & Citizens Patrol inviting an initial discussion meeting concerning above information system.
- f. Mid-March, 2010 Two Eagles Golf Club meeting with all above parties and Joel where Joel presented a proposal document inviting a collaborative approach for an all-service information system which would highlight a description of each service, its expectations, emergency response timeframes and relevant contact information.

Outcome: It was recommended by a member of the service group that a Sonoma Pines Community meeting would be held in Spring or Fall 2010 where each service organization would give a 10-15 minute presentation, a Sonoma Pines Security & Safety Information brochure would be distributed to each homeowner plus an emergency contact information "fridge magnet" would be added to the handouts for each homeowner. Board Chairperson suggested postponing a community-wide meeting.

- g. Bill Raines, Coldwell Banker realtor, West Kelowna has volunteered to contribute up to \$700.00 for the fridge magnets which will cost \$ 2.00 for each home.

Note: The brochure is being completed by Joel and the fridge magnet completion is an outstanding item.

- h. Joel met with Duane McTavish, CORD Crime Prevention to outline the information system brochure which Joel would prepare for distribution in lieu of a Sonoma community-wide meeting for the time being.

Outstanding

- 5. Joel contacted in March 2010 the WFN Administration and BCMOT regarding the creation of a permanent Carrington/Sonoma entrance "crosswalk" which MOT has recommended and to include erecting speed signs on Carrington Rd. **Outstanding**
- 6. WFN in Nov 2009 advised Joel that if Sonoma Pines would install multi-dimensional signs at Carrington & Boucherie Rd re: parking, speeding and private community restrictions, WFN Enforcement would be able to issue violation tickets. Signs costs: \$ 700.00 each x 2 = \$ 1400.00plus tax - approval not finalized **Outstanding**.

Property Management Report

Eileen Lugossy addressed the community with the following report by herself & Mike Barrett.

Mandate: To insure property management fees are fair and Sonoma Pines home owners are being properly charged and receiving value for dollar.

This committee compared Croix's fees with the fees of competing Licensed Property Managers. We personally interviewed Coldwell Banker Property Management, Okanagan Condominium Services and Associated Property Management. We also spoke with others on the telephone.

Since the committee was formed, Corix advised Sonoma Pines they are eliminating property management from the company. We are the only community they manage and this is not their primary business.

We presented our recommendation to the Common Board and Rykon Group Ltd. and were successful in getting unanimous approval for Associated Property Management (2001) Ltd.

Dave Gingras made motion to accept the new property management company Associated Property Management.

Seconded – 2289 Pine Vista

Opposed – 0

Motion Passed

Financial Report

Eileen Lugossy introduced Andrew Gregson & Mike Barrett who reviewed year end financials. Please see attached pages for details.

Presentation of Budget for 2010-2011

Andrew Gregson & Mike Barrett presented the proposed budget for the 2010/2011 year.

Q: 2204 Terrero Place – Why is the 10% management fee is blank for 2010?

A: It will no longer be a percentage is will be a per door amount for the 2010/2011 budget year.

Q: 2309 Pine Vista Court – By changing the 5% contingency fund and the reserve fund will we be collecting enough in the end?

A: Yes and that was one of the reasons we proposed the change, to ensure that we are.

Motion:

Dave Gingras made a motion to accept the proposal 2010/2011 budget

Seconded – 2172 Alvarado Trail

Opposed – 5

Motion Passed

Carrington Holdings Update (Rykon Development)

Adrian Block thanked the present Board for all their continuous hard work and all the accomplishments they have made over the past year..

Rykon will be working on completing the park area where the club house will sit by end of July 2010. Rykon is still committed to building the club house and hopes to have it completed with in the next 2 years and Phase 3 gates will be completed over the next month. The Boucherie Gates has been on hold due to WFN having to addresses some drainage issues and concerns.

C: 3696 Sonoma Pines Drive – The speed on Sonoma Pines Drive is too high, the speed limit needs to be addressed

Q: 2172 Alvarado Trail – The gates on Boucherie are not always being closed and lock off, is there anyone addressing this concern?

A: Paul Perschon – RCML receives a detailed list daily from the security personal showing time that the gate is being lock. Complete. Did check and gate is being locked.

Q: 2230 Terrero Place – When will the 2nd RV lot be completed?

A: There is no time frame to this project as there are many factors, one being the drainage issue that WFN is addressing.

Q: 2288 Pine Vista – What is the time frame that home owners can expect to see a report on the Pine Vista Road way?

A: Randy Siemens is working with Geo technicians and is expected to have a report for Phase 2 by June 4, 2010.

Q: 3682 Sonoma Pines Drive – Things would be a lot better if Rykon Construction communicated better with the homeowners

A: Randy siemens apologized and will work with Rykon to do better

Present Board Resigned

Corix Utilities would like to thank the Board, Eileen Lugossy, Dave Gingras, Cecil Harder, Joel Young, Jane Perrault, Ingrid Kirchin and Joe Farkas for all their continued hard work this past 2009/2010 year; it was a pleasure working with you all.

Election of New Board

Names for nomination:

1. Ingrid Kirchin
1. Dave Gingras
2. Marc Slabotsky
3. Andrew Gregson
4. Joe Farkas

The new Board Members are as follows: Ingrid Kirchin, David Gingras, Marc Slabotsky, Andrew Gregson & Joe Farkas

Adjournment was called at 7:32 pm by Bonnie-Lee Hansen

The New Board of Directors would like to extend an invitation to all home owners in Sonoma Pines who would be interested in sitting on the 2010/2011 Board of Directors. If you are interested and available to attend one meeting a week every 2nd month please contact Corix Utilities at sonoma.pines@corix.com.

** Please note that this document has been double sided to conserve paper and to save the home owner costs.*

AGM Sonoma Pines Multi Family Management Ltd.
Thursday May 20, 2010
Minutes of Meeting

Registration: Bonnie-Lee Hansen, Bob Welsh and Linda Hamilton of Corix Utilities
Minutes taken by Bonnie-Lee Hansen & Bob Welsh of Corix Utilities

In Attendance: Multi Family Board of Directors SPMFM

| | |
|---------------------|-----------------------------------|
| Marc Slabotsky | Chair |
| Mike Barrett | Financial Committee Chair |
| Orville Wright | Director |
| Bob Wiltshire | Director & Parking Pass Committee |
| Diane Newton-Murray | Director |
| Joe Farkas | Director & MF Rep to Common Board |

Guests

| | |
|-------------------|--------------------------------------|
| Bob Welsh | Corix |
| Bonnie-Lee Hansen | Corix |
| Bill Eager | Carrington Rd Hldgs |
| Paul Perschon | Carrington Rd Holdings (Rykon) |

Call to Order

Meeting was called to order at 8:35 pm by meeting Chair Marc Slabotsky

Calling of Roll and Certifying Proxies

Bonnie-Lee Hansen (Corix Utilities) finalized the final count and provided Marc Slabotsky with the totals for the meeting.

75 Home Owners including Carrington Road Holdings
88 Proxies
62 Units represented
This constituted a quorum.

Filing Proof of Notice of Meeting

Bonnie-Lee Hansen (Corix Utilities) declared that the notification of the meeting was mailed on May 6, 2010 and provided Marc Slabotsky with a written copy of proof.

Approval of Agenda

Marc Slabotsky moved to accept agenda.
Seconded – 3911 Sonoma Pines Drive
Passed – Motion Carried

Introduction of Board Members

Marc Slabotsky introduced the Multi Family Board of Directors, himself, Mike Barrett, Orville Wright, Bob Wiltshire, Diane Newton-Murray and Joe Farkas. Carrington Road Holdings (Rykon), Paul Perschon and Bill Eager. Bob Welsh and Bonnie-Lee Hansen from Corix Utilities.

Approval of Minutes from 2009 AGM

Marc Slabotsky moved to accept minutes of May 26, 2009 AGM.
Seconded – 2170 Alvarado Trail

Chairman's Report (Marc Slabotsky)

Well, my first year on the Muti Family Board and as Chairperson, has been an interesting one. We have grown in size, had irrigation breakage, floods, trees blown over, patio decks on fire, concrete issues, parking issues and the list goes on. To say it has been fairly busy is really understating the truth. The upside was that we had little snow this past winter and that was a great saving for the community from a financial perspective.

Your MF Board has been a cohesive easy going group that rarely had any problems coming to a consensus on any issue. For that I wish to thank the members of the Board, as that was one part of my job that was rather easy. Everyone was respectful of each other's opinions and that made the meetings both productive and time well spent.

We are entering a new phase with Corix stepping down from the property management side and we will be setting up shop with a new Management company. I am sure that this will be a step forward for the Sonoma Pines community as a whole and for the Muti-Family community in general. There are still issues ahead for the new Board elect, and I am certain that they will continue to look after the interests of the Muti-Family home owners.

I am told that there are still ongoing discussions re: the Clubhouse and hopefully we will see something happening in the near future.

Your landscape committee is continuing to work on making all the landscaping a minimal cost process by planting perennials and working towards zero-landscape design all the common areas within the development.

There have been some parking problems during the year, all of which have been resolved. However, there will be a new system in place for visitors parking and that will be in Bob Wiltshire's report. As always, any one parking next to the yellow line designated areas, is open to being towed from the spot without any notice, so please ensure that your visitors comply with this. The yellow zones are there either because they are fire hydrants or because they have been deemed to be a safety hazard and as such, there needs to be 100% compliance.

It has been a learning experience for me this past year, and I would like to thank everyone involved, Corix, Rykon, both Boards and all the homeowners I have had contact with in executing my duties. With a little bit of luck, I will return in the coming year to continue to serve the community.

Committee Reports

Financial Report

Marc Slabotsky introduced Andrew Gregson & Mike Barrett who reviewed year end financials. Please see attached pages for details.

Presentation of Budget for 2010-2011

Andrew Gregson & Mike Barrett presented the proposed changes for the Multi Family Home owners regarding the 2010/2011 budget year.

Q: 3897 Sonoma Pines Drive – What is the intended use of the Common reserve fund?

A: Road repairs, irrigations repairs, painting of the perimeter fence, etc.

Q: 2164 Alvarado Trail – Is there a priority list for the extra funds?

A: Initially no, will there be a list, absolutely. This will be governed by the Multi Family home owners not the common.

Q: 2160 Serrento Lane– We would like to see the reserve fund be increased each year, is this possible?

A: Yes, that is why we have a reserve and contingency.

Q: 3873 Sonoma Pines Drive – Where are the funds for the club house coming from?

A: Carrington Holdings, no additional fees will be coming from the home owners until the club house is 100% completed and then fees will be added to the home owners month maintenance to cover the fees to operate it.

Q: 3893 Sonoma Pines Drive – Has the Board forecasted or stipulated any new amounts for next years landscape budget?

A: No not at this point, but the landscape contract is up this October and the Board will be working with the new property manager to ensure that the quotes are sent out to new potential companies.

Motion:

Mike Barrett made a motion to accept the proposed restructuring of the MF reserve from 5% to a per door rate of \$10.00.

Seconded – 2180 Alvarado Trail

Opposed – 0

Motion Passed

Motion:

Mike Barrett made a motion to accept the proposed restructuring of the MF contingency from 1% to a per door rate of \$3.00.

Seconded – 2180 Alvarado Trail

Opposed – 3

Motion Passed

Property Management Report

Marc Slabotsky introduced Mike Barrett, PM Committee Member. This was voted on at the Common meeting and was a unanimous vote in favor of accepting Associated Property Management as the new property managers for Sonoma Pines.

Mandate: To insure property management fees are fair and Sonoma Pines home owners are being properly charged and receiving value for dollar.

This committee compared Croix's fees with the fees of competing Licensed Property Managers. We personally interviewed Coldwell Banker Property Management, Okanagan Condominium Services and Associated Property Management. We also spoke with others on the telephone.

Since the committee was formed, Corix advised Sonoma Pines they are eliminating property management from the company. We are the only community they manage and this is not their primary business.

We presented our recommendation to the Common Board and Carrington Road Holdings Ltd. (Rykon Group). and were successful in getting unanimous approval for Associated Property Management (2001) Ltd.

Q: 2164 Alvarado Trail – Will the new property management company have access to past financials? Will they be providing some type of graphics or trending information?

A: Yes. That can be looked at once the new property manager comes on board on July 1, 2010.

Q: 2160 Serrento Lane – Will the new property manager be attending the future Board meetings?

A: Yes but as per the contract there will be limited amount of meetings each year.

Q: 2160 Serrento Lane – How long is the contract with Associated Property Management?

A: It will be a one year contract to start.

Parking Passes (Parking Passes Process for Multi Family Home Owners and Guests)

Marc Slabotsky introduced Bob Wiltshire, Chair of the Parking Pass Committee

Parking passes are required for visitor's vehicles after 72 hours. There will be a \$10.00 charge for a parking pass and an agreement signed by the home owner. The deposit will be returned when the pass is returned. There is a \$10.00 charge for lost passes. The pass has to be renewed every week, with a maximum of 2 weeks. The home owner will be responsible for any fines, levies, towing charges etc associated with the vehicle and they must inform the vehicle owner of the rules and regulations of Sonoma Pines Development. Overnight parking is not allowed on any side streets except in the designated visitors parking.

Q: 3911 Sonoma Pines Drive – Why not just allocate a parking pass to each unit in the Multi Family Area?

A: Because we would like to control the time frame that each visitor is staying for and to ensure that home owners are not using them for their extra vehicles.

Q: 2164 Alvarado Trail – Where are the extra visitor stalls located?

A: Phase 4 & 5A have two spots on each road at the far end, Phase 6 Sonoma Pines Drive has stalls on that access road facing Sonoma Pines Drive and Phase 6 Serrento has 4 stalls located at the far end by the Show Homes.

Q: 3831 Sonoma Pines Drive – Can guests pulling a RV or trailer park on Sonoma Pines Drive?

A: No not more than 24 hours as it is against the Sonoma Pines Rules.

Q: 2176 Alvarado Trail – Why can we not park on the side road?

A: It is a WFN safety Bylaw, it does not allow for emergency vehicles to get in.

Q: 2164 Alvarado Trail – Where do we get the forms and parking passes from?

A: Please contact Bob Wilshire for the form and passes.

Carrington Holdings Update (Rykon Development)

Marc Slabotsky introduced Bill Eager who addressed the home owners.

Rykon will be working on completing the park area where the club house will sit by end of July 2010. Carrington is still committed to building the club house and hopes to have it completed with in the next 2 years and Phase 3 gates will be completed over the next month. The Boucherie Gates has been on hold due to WFN having to addresses some drainage issues and concerns.

Q: 2176 Alvarado Trail – Who is paying to maintain the gates in phase 3?

A: Only the phase 3 home owners pay extra to maintain their gates.

Q: 3917 Sonoma Pines Drive – What are the rental restrictions in Sonoma Pines?

A: Home owners can only rent full time, WFN Bylaws do not allow for temporary rentals or for secondary suites. Please contact WFN for further details.

Q: 2164 Serrento Lane – Common area grass is turning yellow and dieing, will this be replaced?

A: It is being addressed.

Q: 2176 Alvarado Trail – Who is taking care of all the exposed irrigation pipes that are showing from a lack of bark mulch in the multi family phases?

A: Please contact the new Board.

Q: 2172 Alvarado Trail – The gates on Boucherie are not always being closed and lock off, is there anyone addressing this concern?

A: Rykon Construction Management is sent a detailed list from the security personal on the date and time that it is being locked. (Rykon did confirm that gate is being locked daily).

Q: 2150 Alvarado Trail – When will the 2nd RV lot be completed?

A: There is no time frame to this project as there are many factors, one being the drainage issue that WFN is attempting to address at the intersection of Sonoma Pines Drive and Boucherie Road.

Q: 2150 Alvarado Trail – Market conditions, when will a mile stone be met for the club house? What is Rykon's business plan?

A: An update on the clubhouse timeline will be given at next years AGM 2011. The proposed plan for the clubhouse would be at earliest 2012.

Present Board Resigned

Corix Utilities would like to thank the Board, Marc Slabotsky, Mike Barrett, Orville Wright, Bob Wiltshire, Diane Newton-Murray and Joe Farkas for all their continued hard work this past 2009/2010 year; it was a pleasure working with you all and we wish you and all the home owners the very best in the future.

Election of New Board

Names for nomination:

1. Andrew Gregson
2. Marc Slabotsky
3. Bob Wiltshire
4. Mike Barrett
5. Orville Wright
6. Joe Farkas
7. Diane-Newton Murray

The new Board Members are as follows: Marc Slabotsky, Mike Barrett, Orville Wright, Bob Wiltshire, Diane Newton-Murray, Andrew Gregson and Joe Farkas.

Adjournment was called at 9:45 pm by Bonnie-Lee Hansen

**** Please note that this document has been double sided to conserve paper and to save the home owner costs.***