

All owners with dogs must keep them on a leash at all times and
remember to pick up after your dog.

If you are in contravention of this by law you will be fined \$100.00!

Please contact Corix Utilities if you have changed your contact information or email address, thank you.

All home owners who have access to a computer can see the Sonoma Pines web site by going to www.livingatsonoma.com, password and user name are both **sonomapines**. check it out as there is some great information there.

Please note that Sonoma Pines Block Watch **EMERGENCY CONTACT INFORMATION** is follows: **RICHARD JOHNS** – Law Enforcement Officer, Westbank First Nation 250-768-0227 / 250-717-6147 cell – rjohns@wfn.ca.

Any home owners wishing to participate in a community spring garage sale that is tentatively scheduled for mid April, please contact Cynthia Jarvis at 778-754-0354.

If you have any RV inquires or home owner requests you wish to submit, please send them to Corix Utilities sonoma.pines@corix.com, attention: Bonnie-Lee Hansen or call 250-765-4931. Thank you

Happy Spring!



Your minutes are below, keep on going...



Minutes of the SPHOM Board Meeting
February 19, 2010 9:00 AM
Location – Two Eagles, Westbank, BC

Attendees:	Board of Directors SPHOM		Guests	
	Chair	Eileen Lugossy	Linda Hamilton	Corix
	Vice Chair	Dave Gingras	Bonnie-Lee Hansen	Corix
	Director	Jane Perrault Absent	Bob Welsh	Corix
Block Watch Committee	Director	Joel Young		
Snow Committee	Director	Cecil Harder	Paul Perschon	Rykon
MF Rep	Director	Joe Farkas Absent	Bill Eager	Absent
Landscape Comm. Common	Director	Ingrid Kirchin		

Board Meeting called to order @ 9:02 AM – Eileen Lugossy

Motion to Accept the Agenda
Dave Gingras moved to accept the Agenda.....passed

Motion to accept minutes from December 10, 2009
Dave Gingras moved to accept the minutes.....passed

Minutes taken by Bonnie-Lee Hansen Corix Utilities
 Marc Slabotsky was introduced to the Board to replace Joe Farkas in today's meeting.

Committee Reports:

- Corix 2010 Operational Report:** Bob Welsh
 Bob Welsh presented an overview of the new roles of Corix Utilities. As of January 1, 2010 Linda Hamilton will no longer be involved in the Property Management of Sonoma Pines. Linda has moved to a new department within Corix Utilities; Bonnie-Lee Hansen has taken the lead role for Sonoma Pines Property Management. We would like to thank Linda for all her hard work and commitment in helping Sonoma Pines become a thriving development and her dedication to the home owners. Thank you Linda and good luck.
- Landscape Committee Report:** Ingrid Kirchin
 Ingrid Kirchin has been an amazing addition to the Board and as the landscape Committee. Ingrid will be working with the Board and Alternative Landscape to decide on perennials to be planted this spring. It was also noted the lights on the trees, at the front entrance, should be looked at to ensure they are secure and not strangling the branches or the tree trunks.

Ingrid has requested that a survey be conducted by SPHOM and approved by the Board in order to gain input from the residents of Sonoma Pines. The survey would cover a multitude of landscape items, lighting and waste cans for garbage and dog messes. Further research will be done, so stay tuned.
- Multi Family Report:** Marc Slabotsky
 No updates at this time. Multi Family Board Meeting set for March 10, 2010.

4. **Snow Removal Committee Report:** Cecil Harder
The winter season is now behind us and as you witnessed there was not much snow this year. There are a few sprinkler heads that were damaged during the snow removal months and Cecil Harder has spoken to Brantal Contracting to ensure they are repaired. If you have any concerns on this please contact Cecil Harder directly.

Cecil Harder requested that Brantal be given an extension of their current snow removal contract for Sonoma Pines for 2010-2011.
Motion: To extend Brantal's current contract to the 2010-2011 snow removal year with the addition of a few changes to the current scope of services
All in Favour: All
Motion Passed
Corix Utilities will meet with Cecil Harder to discuss the changes, after which Corix will send amendments to the Legal department so that the contract can be signed off by all three parties, Cecil Harder on behalf of SPHOM, Brantal and Corix Utilities.

Street Sweeping:
Motion: Have Corix Utilities acquire quotes for this year's street sweeping and send quote to Board for approval.
All in Favour: All
Motion Passed
Corix Utilities has scheduled the street sweeping for Monday March 8, 2010.
5. **Block Watch Report:** Joel Young
Please see attached document for details.
6. **Financial Committee Report:** Corix Utilities
Your 3rd quarter financials were approved by the Board; please see attached summary report for all the details.
7. **Property Management Committee Report:** Eileen Lugossy
Tabled till next meeting.

Existing Business

1. **Water Metering**
No updates available from WFN at this time; Corix Utilities will continue to follow up on the water metering and should any new updates become available Corix will inform the home owners.
2. **Sidewalk Damage**
The analysis has been completed and a letter has been sent to Global Roadways and Alternative Landscape. Both Global and Alternative have responded and both companies feel that they are not at fault. Paul Perschon will take the information back to the concrete company for a follow up report.
3. **Wooden Gates on both sides of Front Entrance**
Rykon Construction has checked into and feels the best solution is to insert vertical steel posts to support the gates. Paul Perschon will ensure that this is completed by the next Board meeting set for mid March.

4. **Phase 3 Gates**
Rykon is waiting on the electric openers to come in before they are able to move forward. Paul Perschon anticipates them to arrive and to arrive with in the next month.
5. **2nd RV Lot**
There is no ETA at this time but Rykon Group will address this item at the 2010 AGM.
6. **Club House**
There is no ETA at this time.
7. **Road Cracks on Solana Place & Pine Vista Place**
The cracks will be addressed and repaired by Rykon in the spring when warmer weather permits.
8. **Concrete Tiles by 1st Mail Boxes**
A motion was made and passed in December to add concrete blocks between the sidewalk and curb; this will be done in summer 2010.
9. **Fence Painting**
Water stained panels by the front gate would be repainted when weather permits.
10. **New Rules for RV Lot**
The Board met February 5, 2010 to finalize the new rules and deposit fee for the current RV lot. Should you wish to place your name on the RV lot please send in writing your name and details to Corix Utilities at sonoma.pines@corix.com and if you are on the wait list please see a copy of the new rules attached that went into affect March 1, 2010.
11. **Privacy Fences**
Tabled till next meeting.
12. **No Parking Signs on Sonoma Pines Drive**
Tabled till next meeting.

New Business

1. **Issues with Dog Messes**
Any home owner or tenant found in contravention of the rules, regulations and by laws regarding the pick up of any and all dog messes will be fined \$100.00. Please be respectful of the Sonoma Pines Development and your fellow neighbours and pick up your dog's messes. If you witness any one not complying with this by law please contact Eileen Lugossy, SPHOM Chair or Corix Utilities.



Eyes will be watching...

Action Items:

1. **Repair the 2 side gates at Front Entrance:** Rykon
2. **Sidewalk Damage:** Paul Perschon
3. **No Parking Sign:** Joel Young
4. **Concrete pads:** Dave Gingras
5. **Road Cracks:** Rykon

HOMEOWNER Requests & Correspondence:

- | | |
|--|-------------------------|
| 1. 4119 Solana Place – request for aluminium fascia boards | Approved
Letter Sent |
| 2. 4118 Solana Place - request for aluminium fascia boards | Approved
Letter Sent |
| 3. 2200 Terrero Place - request for aluminium fascia boards | Approved
Letter Sent |

HOMEOWNER Out of Compliance & Correspondence:

Next Meeting – March 18, 2010, at Two Eagles Private dining room.

Adjourn Meeting – 10:23 am Eileen Lugossy

Please note that your Common Board of Directors are as Follows:

Chair	Eileen Lugossy	eileenlugossy@shaw.ca
Vice Chair	Dave Gingras	dg0300@telus.net
Director	Cecil Harder	vharder@shaw.ca
Director	Joel Young	eagleyoung@shaw.ca
Director	Joe Farkas	jandmfarkas@shaw.ca
Director	Ingrid Kirchin	inksy@shaw.ca
Director	Jane Perrault	jas44@shaw.ca

All owners with dogs must keep them on a leash at all times and
remember to pick up after your dog.

If you are in contravention of this by law you will be fined
\$100.00!

Please note that towing is in full force in Sonoma Pines and should any one park in red or yellow zones or in any restricted areas you will be towed without notice. Owners are responsible for their guest parking. Please ensure that your guests do not park in a tow away zone.

Please contact Corix Utilities if you have changed your contact information or email address, thank you.

All home owners who have access to a computer can see the Sonoma Pines web site by going to www.livingatsonoma.com, password and user name are both **sonomapines** check it out as there is some great information there.

Please note that Sonoma Pines Block Watch **EMERGENCY CONTACT INFORMATION:**
RICHARD JOHNS – Law Enforcement Officer, Westbank First Nation 250-768-0227 / 250-717-6147 cell – rjohns@wfn.ca.

Any home owners wishing to participate in a community spring garage sale that is tentatively scheduled for mid April please contact Cynthia Jarvis at 778-754-0354.

If you have any RV inquires or home owner requests you wish to submit, please send them to Corix Utilities sonoma.pines@corix.com, attention: Bonnie-Lee Hansen or call **250-765-4931**. Thank you



Your minutes are below, keep on going...



**Minutes of the Sonoma Pines Multi Family Management SPMFM Board Meeting
 9-11 am Wednesday March 10, 2010
 Location – Two Eagles Private Dining Room**

<u>Attendees:</u>		<u>Guests:</u>
	Marc Slabotsky Chair	Bonnie-Lee Hansen Corix
Landscape Committee	Mike Barrett Director of Finance	
	Joe Farkas Director	
	Orville Wright Director	Paul Perschon Rykon
ABSENT	Bob Wiltshire Director	
	Diane Newton Director	

Board Meeting called to order @ 9:07 AM – Mike Barrett

Motion to accept the Agenda
Orville Wright moved to accept the minutes.....passed

Motion to accept minutes from November 17, 2009
Diane Newton moved to accept the minutes.....passed

Minutes taken by Bonnie-Lee Hansen Corix Utilities

Committee Updates

- Common Board Update:** Marc Slabotsky
 Marc reviewed items addressed at the Common Board meeting. The lights on the trees at the front entrance will be kept on all year long, but will need to be maintained to ensure that the strands do not strangle the branches. Joe Farkas has made two visits to re plug the lights.

The island at the front entrance across from Mesa Vista, has had much discussion about how to address the landscape and the blind spots that it creates and the Board is hoping that this can be addressed at the 2010 AGM in May.

The Common Board has approved the extension of the Snow Removal contract. The Committee will need to meet to discuss the changes that will need to be made for the 2010-2011 snow removal year.

2. Landscape Committee: Mike Barrett

Mike Barrett requested an amendment to be made to the current seasonal outline from Alternative. The additions that Mike has requested are common area weeding, power edging and the monthly reports that Alternative are to produce to the Board each month. Please see new copy attached.

The Board would like to thank Jim Kay for all his hard work and dedication to the home owners in Sonoma Pines; Jim Kay has stepped down as Chair for the Landscape Committee but will remain on to assist the New Chair Ingrid Kirchin. Welcome Ingrid.

The Landscape Committee will be putting the landscape contract out to tender by summer 2010.

3. Financial Committee

The budget is looking good this year, but the Board would like to see WFN bill all home owners in Sonoma Pines individually for the Water and Sewer; Mike Barrett will look into seeing if and when this can be done.

Existing Business

1. Parking Passes

Marc Slabotsky has designed a parking pass for the multi family home owners, and will be distributing them to Bob Wiltshire to manage. All home owners or tenants that have long term guests will be required to contact Bob for a pass, 250-768-3512 or highview1@shaw.ca. If the passes are not displayed in the windshield when parking in a visitor stall the vehicle will be towed without further notice at the owner's expense.

The Multi Family Board has contracted a towing company to tow any and all vehicles that do not adhere to the parking rules and restrictions in Sonoma Pines. If your vehicle is towed please contact Del Oro Towing at 250-768-8887.

2. Cedar Trim on Homes

The Multi Family Board is looking to get a quote to have the cedar trim and cedar panels under some windows painted. The Board would like to have further discussion with the Common Board on this matter.

New Business

1. Proposed Budget date for AGM

The 2010 AGM proposed dates in May are 18-19 or 20; stay posted for more information.

ACTION ITEMS

Parking Passes – Marc will send Bob the parking passes and spread sheet for the home owner details

Cedar Trim – To address at AGM

Pop up valve – to be addressed at AGM

Q & A for AGM – Corix to place in 2010 AGM package

Home Owner New Requests & Responses:

2177 Alvarado Trail – request to have board replace cedar tree on edge of back patio.

Denied

Home Owner Non-Compliance Letter Responses:

Meeting Adjourned: at 11:00 am – Marc Slabotsky

Multi Family Board Contact Information:

Chair	Marc Slabotsky	slabotsky@telus.net	250-768-0969
Director	Mike Barrett	mike.barrett@shaw.ca	250-452-9890
Director	Joe Farkas	jandmfarkas@shaw.ca	250-768-4125
Director	Orville Wright	ow@fea.net	250-769-2378
Director	Bob Wiltshire	highview1@shaw.ca	250-768-3512
Director	Diane Murray-Newton	dmnewton@sha.ca	250-768-9838



Happy Easter

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Please note that Sonoma Pines Block Watch **EMERGENCY CONTACT INFORMATION** as follows: **RICHARD JOHNS** – Law Enforcement Officer, Westbank First Nation 250-768-0227 / 250-717-6147 cell – rjohns@wfn.ca.

Home owners wishing to participate in a community spring garage sale that is tentatively scheduled for April 17-18 8:30am to 3pm, please contact Cynthia Jarvis at 778-754-0354.

If you have any RV inquires or home owner requests you wish to submit, please send them to Corix Utilities sonoma.pines@corix.com, attention: Bonnie-Lee Hansen or call 250-765-4931. Thank you



Your minutes are below, keep on going...



Minutes of the SPHOM Board Meeting
March 18, 2010 9:00 AM
Location – Two Eagles, Westbank, BC

<u>Attendees:</u>	Board of Directors SPHOM		Guests	
	Chair	Eileen Lugossy	Bob Welsh	Corix
	Vice Chair	Dave Gingras	Bonnie-Lee Hansen	Corix
	Director	Jane Perrault		
Block Watch Committee	Director	Joel Young		
Snow Committee	Director	Cecil Harder	Paul Perschon	Rykon
MF Rep	Director	Joe Farkas	Bill Eager	Rykon
Landscape Comm. Common	Director	Ingrid Kirchin		
			Mike Barrett – Landscape Committee Guest	

Board Meeting called to order @ 9:00 AM – Eileen Lugossy

Motion to Accept the Agenda

Dave Gingras moved to accept the Agenda.....passed

Motion to accept minutes from February 19, 2010

Paul Perschon made a motion to amend the minutes from February 19, 2010.

7. Road Cracks on Solana Place & Pine Vista Place

The cracks will be addressed and repaired by Rykon in the spring when warmer weather permits.

It should have read

7. Road Cracks on Solana Place & Sonoma Pines

The cracks will be addressed and repaired by Rykon in the spring when warmer weather permits.

Dave Gingras moved to accept the minutes as amended.....passed

Minutes taken by Bonnie-Lee Hansen Corix Utilities

Guest – Mike Barrett: report on Budget and Landscape.

Mike requested a new revised seasonal outline from Alternative, please see attached. Mike and Ingrid met on March 17 to discuss common area plantings. The Landscape Committee will be applying this year for the WFN Beautification Grant. They would like to use some of the money to do more zero scape landscaping in Sonoma Pines. Mike Barrett will provide details on this at a later date. Another key area the landscape committee will be looking to redo is the bed on the left coming into the development. At this time the landscape committee has notified Alternative not to proceed with any plantings.

Dave Gingras noted that there is a drainage issue behind 2397 Mesa Vista between the homes and the golf course. Dave has requested that Rykon look into.

Eileen Lugossy requested that Rykon Group place a sign at the front entrance that states "Private Property & No Thru Road".

The Budget review meeting is set for March 30, 2010 from 1-3pm in the Sales office. All parties on the budget review committee are requested to attend.

Committee Reports:

1. **MF Report:** Joe Farkas
Joe Farkas addressed the Board regarding concerns on dog messes left all over the property. The MF home owners will be addressing the homes in which the fading and flaking paint on the cedar fascia boards and cedar trellis above the garages. The MF board is gathering quotes for this maintenance to be done.
2. **Landscape Committee Report:** Ingrid Kirchin
Ingrid Kirchin requested that Rykon revisit the design of the common island park on Serrento Lane. Ingrid believes that there are too many problems arising with home owners using the park setting for a play ground area and dog park. There are also many people parking along the island during the evenings and weekends and are impeding on the gravel area to park. It was requested that the curbs along the island be painted yellow to deter persons from parking there
3. **Block Watch Report:** Joel Young
Please see attached report on this item for further details.
4. **Snow Removal Committee Report:** Cecil Harder
The Snow removal committee would like to rescind the motion to extend the Snow Removal Contract with Brantal and put the contract out to RFQ.

Motion: To place the Snow Removal Contract out to RFQ for the 2010-2011 snow removal contract.

All in Favour: All

Motion Passed

Corix Utilities will meet with Cecil Harder to discuss, after which Corix will send out the RFQ as per the snow removal committee.

Cecil Harder has replaced the broken sprinkler heads that were damaged during the snow removal duration. If there are any that Cecil has missed please contact him directly at 250-768-5896.

5. **Property Management Committee Report:** Eileen Lugossy
Eileen Lugossy has contacted 2 out of three companies for quotes on Property Management; Coldwell Banker and OK Condo. After all three quotes are in Eileen will provide a report.

Existing Business

1. **Fence Painting:** Jane Perrault
Jane has reviewed all panels in Sonoma Pines and there are 179 panels that will require painting for the 2010-2011 budget year. Jane will present the quotes to the Board once all have been received.

New Business

1. **Proposed new Procedures for the 2010 AGM**
Corix Utilities reviewed a list of new proposed procedures for the AGM that the Board will review.

Action Items:

1. **Repair the 2 side gates at Front Entrance:** Rykon
2. **Sidewalk Spaulding Damage:** Paul Perschon
3. **Concrete pads:** Dave Gingras
4. **Road Cracks:** Rykon

HOMEOWNER Requests & Correspondence:

- | | |
|---|---|
| 1. 2292 Pine Vista Place – request to remove satellite dish | Approved
Letter Sent |
| 2. 2292 Pine Vista Place – requested to extend back patio
4 feet and plant cedars around area. | Pending Further
Info from HO |

HOMEOWNER Out of Compliance & Correspondence:

Next Meeting – April 16, 2010 Two Eagles Private dining room.

Adjourn Meeting – 11:16 am Eileen Lugossy

Please note that your Common Board of Directors are as Follows:

Chair	Eileen Lugossy	eileenlugossy@shaw.ca
Vice Chair	Dave Gingras	dg0300@telus.net
Director	Cecil Harder	vcharder@shaw.ca
Director	Joel Young	eagleyoung@shaw.ca
Director	Joe Farkas	jandmfarkas@shaw.ca
Director	Ingrid Kirchin	inksy@shaw.ca
Director	Jane Perrault	jas44@shaw.ca



Happy Easter

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Password and user name are both – sonomapines

Sonoma Pines Block Watch **Emergency Contact** is
Richard Johns – Law Enforcement Officer Westbank First Nation
Tel: 250-768-0227 or Cell: 250-717-6147
Email: rjohns@wfn.ca

If you have RV Storage Lot inquires or home owner requests,
please contact Corix Utilities at
sonoma.pines@corix.com Attention: Bonnie-Lee Hansen
or call: 250-765-4931

Thank you

Your minutes are below, keep on going...



Minutes of the SPHOM Board Meeting
April 16, 2010 9:00 AM
Location – Two Eagles, Westbank, BC

<u>Attendees:</u>	Board of Directors SPHOM		Guests	
	Chair	Eileen Lugossy	Bob Welsh	Corix
	Vice Chair	Dave Gingras	Bonnie-Lee Hansen	Corix
RV Park committee	Director	Jane Perrault		
Block Watch Committee	Director	Joel Young		
Snow Committee	Director	Cecil Harder		
MF Rep	Director	Joe Farkas	Bill Eager	Rykon
Landscape Comm. Chair	Director	Ingrid Kirchin		
			Mike Barrett – Financial Committee Guest	

Board Meeting called to order @ 9:06 AM – Eileen Lugossy

Motion to Accept the Agenda
Dave Gingras moved to accept the Agenda.....passed

Motion to accept minutes from March 18, 2010
Dave Gingras moved to accept the minutes.....passed

Minutes taken by Bonnie-Lee Hansen Corix Utilities

Guest – Mike Barrett: report on Budget and financials.

Mike Barrett presented the Board, Corix and Rykon Group with a copy of the proposed draft budget. Mike has prepared a new format that with the Boards approval will be easier for home owners to follow and understand. One area of the budget that will require an increase is the fence painting in Sonoma Pines, it will show an increase to \$10,000.00; another area that the Board feels should be addressed is the Common Reserve, Multi Family Reserve and Multi Family Contingency. The Board would like to see this go from a percentage to a per door amount.

Motion: Dave Gingras moved that the Common Reserve be changed from 5% to \$10.00 per door, the Multi Family Reserve be changed from 5% to \$10.00 per door and the Multi Family Contingency be changed from 1% to \$3.00 per door in the new 2010-2011 proposed budget.

All in Favour: All

Opposed: None

Motion passed

Bill Eager will confirm that the cost of the Phase 3 gate fee is still what was noted in the 2009-2010 approved budget, so that this cost is moved over to the 2010-2011 proposed budget.

Bill Eager announced that as of June 30, 2010 Corix Utilities will no longer be acting as Property Manager for Sonoma Pines. Corix Utilities is removing this scope of work from its business to focus on the heart of the Company which is Utilities. Corix will continue to work as the utility operator for Sonoma Pines and will still be on site as the gas installer for Rykon Group. Corix will continue as planned with the 2010 AGM that will be held on May 20, 2010 at the Holiday Inn in Westbank.

Corix has provided excellent service to both the home owners and Rykon and have gone above and beyond in the scope of services that they have been providing To the SPHOM. With saying that Bill Eager addressed the Board on the cost moving forward for the new Property Management fees for their scope of service (no Property Manager has been chosen at this time) and feels that a realistic rate should be around \$18.00 per door. This rate will be addressed more once Rykon and the Board have agreed with what Property Manager will be hired based on the scope of services that are required.

The Board of Directors and Rykon Group would like to thank Corix Utilities for the excellent service and amazing customer service to the home owner over the years and wish them well in their future endeavours.

With Rykon's suggested cost for new managements fees Dave Gingras made a motion.

Motion: Dave Gingras moved that the Board accept the proposed changes to the management fees and proposed budget.

All in Favour: All

Opposed: None

Motion passed

New Business

1. Proposed 2010 AGM Agenda

Corix Utilities reviewed the 2010 AGM agenda with Rykon and the Board and will make the requested changes.

Corix has email out a notice to all home owners for any general questions that wish to have answered at the AGM, to allow all parties enough time to address their questions. All questions set in will be compiled and added to the AGM package that will be mailed out to all home owners in May.

Home owners should aware that should they have any outstanding maintenance fees incurred by themselves or their tenants they will not be allowed to vote on any items at the 2010 AGM. Corix will send out a notice to any home owners that show an outstanding amount on their civic address for maintenance fees; home owners will have until 4:00 pm on May 17, 2010 to bring their maintenance fees up to a zero standing to have voting privileges at the 2010 AGM. Should you have any questions regarding your account (especially if you have a tenant) please contact Corix Utilities.

Action Items:

- 1. Repair the 2 side gates at Front Entrance:** Rykon (STILL ON GOING)
- 2. Phase 3 Gate fee for 2010-2011 budget:** Bill Eager
- 3. Confirm proposed 2010-2011 budget:** Rykon Group (Paul Perschon)
- 4. Concrete pads:** Dave Gingras (STILL ON GOING)
- 5. Road Cracks:** Rykon (STILL ON GOING)
- 6. Complete interviews and hiring of new Property Manager –** Board of Directors & Rykon Group

HOMEOWNER Requests & Correspondence:

HOMEOWNER Out of Compliance & Correspondence:

Next Meeting – May 20, 2010 AGM.

Adjourn Meeting – 11:03 am Eileen Lugossy

Please note that your Common Board of Directors are as Follows:

Chair	Eileen Lugossy	eileenlugossy@shaw.ca
Vice Chair	Dave Gingras	dg0300@telus.net
Director	Cecil Harder	vcharder@shaw.ca
Director	Joel Young	eagleyoung@shaw.ca
Director	Joe Farkas	jandmfarkas@shaw.ca
Director	Ingrid Kirchin	insky@shaw.ca
Director	Jane Perrault	jas44@shaw.ca



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Password and user name are both – sonomapines

Sonoma Pines Block Watch **Emergency Contact** is
Richard Johns – Law Enforcement Officer Westbank First Nation
Tel: 250-768-0227 or Cell: 250-717-6147
Email: rjohns@wfn.ca

Some of the Block Watch members met with Debbie Dupasquier the Public Fire & Life Safety Educator for the West Kelowna Fire Rescue. Debbie provided some very valuable information. An open house will be held May 27 from 6-9 at Mt. Boucherie HS and will involve Fire & Rescue, Emergency Services, Emergency Social Services, Forestry & RCMP. These people will be available at booths and will answer any questions residents will have regarding these areas.

If you have RV Storage Lot inquires or home owner requests, please contact Corix Utilities at sonoma.pines@corix.com Attention: Bonnie-Lee Hansen or call: 250-765-4931

Thank you



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Minutes of the SPHOM Board Meeting
May 3, 2010 9:00 AM
Location – Best Western, West Kelowna BC

<u>Attendees:</u>	Board of Directors SPHOM		Guests	
	Chair	Eileen Lugossy	Bob Welsh	Corix
	Vice Chair	Dave Gingras	Bonnie-Lee Hansen	Corix
RV Park committee	Director	Jane Perrault		
Block Watch Committee	Director	Joel Young	Adrian Block	Rykon
Snow Committee	Director	Cecil Harder	Paul Perschon	Rykon
MF Rep	Director	Joe Farkas	Bill Eager	Rykon
Landscape Comm. Chair	Director	Ingrid Kirchin		
			Mike Barrett – Financial Committee Guest	

Board Meeting called to order @ 9:05 AM – Eileen Lugossy

Motion to Accept the Agenda
Dave Gingras moved to accept the Agenda.....passed

Motion to accept minutes from April 16, 2010
Dave Gingras moved to accept the minutes.....passed

Minutes taken by Bonnie-Lee Hansen Corix Utilities

Guest – Mike Barrett: *Report and update on Property Management – Eileen Lugossy & Mike Barrett*

The Property Management committee gave a brief update to the Board and Rykon Group on the process of how they initiated the interviews with potential property management companies. Eileen & Mike interviewed three companies in person and spoke to 5 more via phone conference. One company approached the Board and asked if they could have the opportunity to quote on services required for Sonoma Pines. This company quoted between \$12.00- \$15.00 per door for up to 280 homes after which the fee's would require an increase, they have over 5 million in trust funds and they handle Gallagher's Canyon but do not offer pre-authorized Visa or Master Card as payment options. The company provided the Board with a copy of the contact and sent it to Rykon; Corix has offered to have their legal team review the contract on behalf of the Board. The contract would be set for a one year term only at which time the Board & Rykon can review and decide what changes, additions or costs need to be addressed.

The Board proposed that a Transition Team be set up; Rykon agreed and they would committee both Paul Perschon & Mike Maschek to this committee.

Guest – Mike Barrett: *Report on Budget and financials*

Mike Barrett presented the Board, Corix and Rykon Group with a copy of the changes that were required to the proposed draft budget. The Board recommended spending \$25,000.00 from last year's budget surplus to enhance the common landscape at the front entrance of Sonoma Pines. This would involve changes to the front left and right side entrance area and to the circle bed. A portion of these funds will hopefully come from the WFN Beautification Grant that the Landscape Committee will be applying for again this year.

Motion: Eileen Lugossy moved that the changes to the proposed budget be accepted.
All in Favour: All
Opposed: None
Motion passed

New Business

1. Proposed 2010 AGM Agenda

Corix Utilities reviewed the 2010 AGM agenda with Rykon and the Board and will make the requested changes.

Corix has emailed out a notice to all home owners for any general questions (not home specific) for responses prior to the AGM. All general questions sent in have been compiled and added to the AGM package that were mailed out to all home owners on May 6, 2010.

Home owners should be aware that should they have any outstanding maintenance fees incurred by themselves or their tenants will not be allowed to vote on any items at the 2010 AGM. Corix will send out a notice to any home owners that show an outstanding amount on their civic address for maintenance fees; home owners will have until 4:00 pm on May 17, 2010 to bring their maintenance fees up to a zero standing to have voting privileges at the 2010 AGM. Should you have any questions regarding your account (especially if you have a tenant or past tenant) please contact Corix Utilities.

Action Items:

- 1. Phase 3 Gate fee for 2010-2011 budget:** Bill Eager
- 2. Concrete pads:** Dave Gingras (STILL ON GOING)
- 3. Sonoma Pines Road Cracks:** Rykon (To be repaired in spring)
- 4. Set up Transition Team Committee –** Board of Directors & Rykon Group

HOMEOWNER Requests & Correspondence:

2166 Alvarado Trail – A letter was sent to a Lawyers office from the home owners at 2166 Alvarado trail to address his issues with the new rules in the RV Park. Corix has sent this letter to their legal team on the Boards behalf.

HOMEOWNER Out of Compliance & Correspondence:

Next Meeting – May 20, 2010 AGM

Adjourn Meeting – 10:54 am Eileen Lugossy

Please note that your Common Board of Directors are as Follows:

Chair	Eileen Lugossy	eileenlugossy@shaw.ca
Vice Chair	Dave Gingras	dg0300@telus.net
Director	Cecil Harder	vcharder@shaw.ca
Director	Joel Young	eagleyoung@shaw.ca
Director	Joe Farkas	jandmfarkas@shaw.ca
Director	Ingrid Kirchin	inksy@shaw.ca
Director	Jane Perrault	jas44@shaw.ca



All dog owners must keep them on a leash!

Pick up after your dog!

Contravention of this bylaw is a **\$100.00** fine.

Home owners may see the Sonoma Pines web site by going to
www.livingatsonoma.com.

Password and user name are both – sonomapines

Sonoma Pines Block Watch **Emergency Contact** is
Richard Johns – Law Enforcement Officer Westbank First Nation
Tel: 250-768-0227 or Cell: 250-717-6147
Email: rjohns@wfn.ca

If you have RV Storage Lot inquires or home owner requests,
please contact Corix Utilities at
sonoma.pines@corix.com Attention: Bonnie-Lee Hansen
or call: 250-765-4931

Thank you

Your minutes are below, keep on going...



Minutes of the **SPMFM** Board Meeting
 June 1, 2010 10:00 AM
 Location – Two Eagles, Westbank, BC

<u>Attendees:</u>	Board of Directors SPMFM		Guests	
	Chair	Marc Slabotsky	Linda Hamilton	Corix
Financial Comm.	Vice Chair	Andrew Gregson	Bonnie-Lee Hansen	Corix
Transition Comm.	Director	Orville Wright		
MF Rep	Director	Joe Farkas		
Landscape Comm.	Director	Diane Newton-Murray		
Landscape Comm.	Director	Bob Wiltshire	Paul Perschon	Rykon
	Director	Mike Barrett	Adrian Block	Rykon

Board Meeting called to order @ 10:06 AM – Bonnie-Lee Hansen

Motion to Accept the Agenda

Marc Slabotsky moved to accept the Agenda.....passed

Motion to accept minutes from March 10, 2010

Diane Newton-Murray moved to accept the minutes.....passed

Minutes taken by Bonnie-Lee Hansen Corix Utilities

New Business

1. Standard of Care

All Board members read, signed and dated the Standard of Care form.

2. Vote on Positions

The Board voted on all position required for the Multi Family Board and they are as follows:

- **Chair – Marc Slabotsky**
- **Financial Committee Chair – Andrew Gregson**
- **MF Rep to the Common Board & Director - Joe Farkas**
- **Landscape Committee - Diane Newton-Murray**
- **Landscape Committee & Director - Bob Whiltshire**
- **Transition Committee & Director - Orville Wright**
- **Director - Mike Barrett**

Please welcome your new Board of Directors for the Multi Family

3. Associated Property Management Contract (new property managers – July 1,2010)

Andrew Gregson signed on behalf of the MF Board.

HOMEOWNER Requests & Correspondence:

1. 3835 Sonoma Pines Dr. – Request to plant additional cedars on lower back deck and a ceramic wall hanging. **PENDING BOARDS REVIEW**
2. 2164 Alvarado Trail – Request to replace mulch with landscape rock and edging **APPROVED Letter sent**
3. 3875 Sonoma Pines Dr. – Request to add solar tube to bathroom and exterior embellishment. **APPROVED Letter Sent**

HOMEOWNER Out of Compliance & Correspondence:

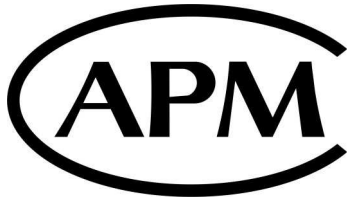
1. 3831 Sonoma Pines Dr.– Pea gravel added to flower beds with no edging installed. **Letter Sent**

Next Meeting – To be determined

Adjourn Meeting – 10:47 Marc Slabotsky

Please note that your Common Board of Directors are as Follows:

Chair	Marc Slabotsky	snpchair@gmail.com
Financial Committee Chair	Andrew Gregson	adgregson@hotmail.com
Director	Mike Barrett	mike.barrett@shaw.ca
Director	Joe Farkas	jandmfarkas@shaw.ca
Director	Orville Wright	ow@fea.net
Director	Diane Newton-Murray	dmnewton@shaw.ca
Director	Bob Whiltshire	highview1@shaw.ca



Robert Zivkovic, *Strata Property Manager*



COUNCIL MEETING MINUTES OF THE SONOMA PINES HOMEOWNERS ASSOCIATION (SPHOA) HELD ON JULY 7TH, 2010 AT 9:00AM AT TWO EAGLES GOLF COURSE 3509 CARRINGTON ROAD, WESTBANK, B.C.

Present: M. Slabotsky A. Gregson M. Barrett P. Perschon (Rykon) R. Zivkovic (APM)

Regrets: J. Farkas

Observers: J. Young H. Verkerk (APM)

CALL TO ORDER – R. Zivkovic and M. Slabotsky, co-chairs, called the meeting to order at 9:03am.

APPROVAL OF AGENDA –

It was moved, and seconded to approve the agenda as amended; motion carried.

APPROVAL OF MINUTES

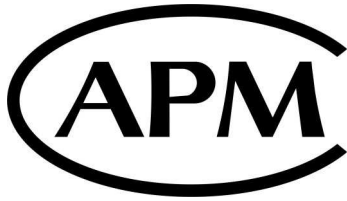
It was moved and seconded to amend the SPHOA and SPMFA June 1st, 2010 minutes to reflect J. Farkas as a council member; motion carried.

It was moved and seconded to approve the June 1st, 2010 minutes as amended; motion carried.

FINANCIAL REPORTS –

Council will defer approving the April and May 2010 financial statements until a review of the Corix's billed management fees are approved and updated.

July and August "strata" maintenance fees will be drawn on owner accounts on August 1st, 2010. Subsequently, owners are reminded that strata fees are due on the 1st of each month. Late fee penalties will apply to overdue accounts.



NEW/OLD BUSINESS

It was moved and seconded to appoint Joel Young to the SPHOA council; motion carried.

A call for volunteers to sit on the SPHOA common board to assist in the governance of the community affairs for Sonoma Pines is extended to all owners.

Council has commenced a review of the landscape design at the front entrance for the oval in the common area. While keeping with an attractive and colorful design, the review of the re-design for the oval will reflect a long term reduction in maintenance cost which service this common area.

Carrington Holdings Ltd. has requested from Corix a contract amendment to reflect adjustments associated with billing practices of management fees. SPHOA council will review the amended contract to ensure the interests of the Association are protected.

If necessary, council will exercise the arbitration hearing clause in the contract with Corix to bring a resolve to the matter. Council will further investigate the legal standing of Corix's billing practice of charging management fees in relation to water/sewer services consumption.

Rykon Construction will repair the South gate to ensure a secure perimeter of the community.

The council has accepted the resignation of D. Gingras.

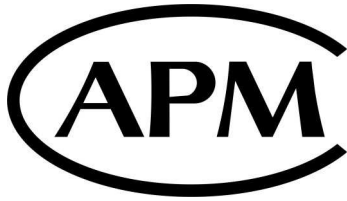
Phase 8 is coming on board, and will be added to the SPHOA as part of the association as a whole.

Block Watch:

J. Young presented outstanding items which are in the 2010 AGM Report:

1. Crosswalk - Carrington with MOT
2. Speed Signs Carrington with MOT
3. Multi-purpose sign entrance to Sonoma for WFN Enforcement to issue tickets that would address - speeding, private community, no parking, etc;
4. Fridge Magnet for all homes with Emergency nos.
5. Safety & Security Brochure creation for all owners with Fire, Ambulance, Police, Citizens Patrol info....

It was moved and seconded to approve the renewal of the snow removal contract for the 2010/2011 winter season; motion carried.



Robert Zivkovic, *Strata Property Manager*

It was moved and seconded to approve an owner at 2383 Mesa Vista Court request for a deck extension alteration; motion carried.

As an effective and efficient administering of the Association's affairs, the meetings for SPHOA and SPMFA will be consolidated. The Multi-Family Board will remain and work in conjunction with the SPHOA Board.

It was moved and seconded to appoint D. Newton, B. Wiltshire, O. Wright, and J. Farkas to the SPHOA board; motion carried.

The next meeting is scheduled for August 25th, 2010 at 9am.

TERMINATION – It was moved to terminate the meeting at 10:11am; carried.



COUNCIL MEETING MINUTES OF THE SONOMA PINES HOMEOWNERS ASSOCIATION (SPHOA) AND SONOMA PINES MULTI FAMILY ASSOCIATION (SPMFA) HELD ON AUGUST 25TH, 2010 AT 9:00AM AT TWO EAGLES GOLF COURSE 3509 CARRINGTON ROAD, WESTBANK, B.C.

Present: M. Slabotsky P. Perschon (CRH) J. Young
 B. Wiltshire D. Newton R. Zivkovic (APM)

Regrets: O. Wright A. Gregson
 J. Farkas M. Barrett

Observers: Harriet Cecil Harder

DETERMIN QUORUM/CALL TO ORDER – M. Slabotsky, chairperson, determined there was no quorum to conduct the meeting to deal with the business affairs of the Association(s). Discussions took place, in a general format, to review current agenda items.

APPROVAL OF AGENDA – NA

OBSERVER INPUT

Harriette addressed the council regarding traffic flow and vehicle speed in the community. Several recommendations were made to council at which time council will review and further discuss the recommendations.

Cecil addressed and updated the council regarding RV parking and wait list criteria. Council will further discuss the RV parking rules. Parking protocols and procedures will be updated, revised and presented to owners after a review of the recommendations.

APPROVAL OF MINUTES - NA

FINANCIAL REPORTS –

Council will defer approving the April, May, June and July 2010 financial statements until Corix's final financial statements are reviewed.

Owners are reminded that strata fees are due on the 1st. of each month. Late fee penalties will apply to overdue accounts.

NEW/OLD BUSINESS (General Discussions)

A communication flow chart was presented to council to further clarify the communication process between the Chair, the Association(s), APM and other sub-committees and contractors.

Council discussed the need for a signage. Specifically, a multi-purpose sign to highlight parking restrictions and other community related matters.

Mike Barrett has resigned from the landscaping committee.

An application fee for processing alteration agreements between APM and home owners was discussed. Further discussions will take place to identify what qualifies applicants to be charged the \$45.00 non-refundable administration fee.

Multi-family home owners having problems with marmots may or will be supplied with a device that creates a high frequency signal that pulses through an area of a 30 foot radius which deters rodents and the like from populating the localized area. Please contact your landscape committee chairperson

Bob Wiltshire 250-768-3512 highview1@shaw.ca
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Single family home owners are directed to make purchase of the above device from Home Depot (approx. \$25.00).

Council will review the responsibility of re-painting multi-family fascia boards on exterior homes.

The next meeting is scheduled for September 15th, 2010 at 9am at the Nineteen restaurant on Two Eagles golf course.

TERMINATION –The discussion ended at 11:55 am.



COUNCIL MEETING MINUTES OF THE SONOMA PINES HOMEOWNERS ASSOCIATION (SPHOA) HELD ON SEPTEMBER 15TH, 2010 AT 9:00AM AT TWO EAGLES GOLF COURSE 3509 CARRINGTON ROAD, WESTBANK, B.C.

Present: M. Slabotsky P. Perschon (CRH) J. Young H. Verkerk (APM)
 B. Wiltshire D. Newton O. Wright R. Zivkovic (APM)
 M. Barrett A. Gregson

Regrets: J. Farkas

CALL TO ORDER – M. Slabotsky, chairman, called the meeting to order at 9:00am.

In camera interview and discussion took place regarding the landscape tenders for the 2011 season.

It was moved and seconded to approve the contract proposal with Asahi Contracting Ltd. for the 2011 landscape season; motion carried.

APPROVAL OF AGENDA –

It was moved, and seconded to approve the agenda as amended; motion carried.

APPROVAL OF MINUTES

It was moved and seconded to approve the SPHOA and SPMFA council minutes for July 7th, 2010; motion carried.

It was moved and seconded to approve the June 1st, 2010 minutes as amended; motion carried.

FINANCIAL REPORTS –

Council will defer approving the April, May, June and July 2010 financial statements until Corix's final financial statements are reviewed.

It was moved and seconded to table the review of the current financials; motion carried.

Owners are reminded that strata fees are due on the 1st of each month. Late fee penalties will apply to overdue accounts.

NEW/OLD BUSINESS

It was moved and seconded to approve to extend the no parking zone by painting an extended portion of the yellow curb along the pinch points within the entrance area; motion carried.

Carrington Holdings Ltd. has requested from Corix a contract amendment to reflect adjustments associated with billing practices of management fees. The amended contract has been signed by all parties and is finalized.

APM has requested a \$45.00 charge for processing alterations agreements be applied to owners making applications for alterations. Council has collaborated a procedure that will have all landscape alterations be processed by the landscape committee, and APM will continue to facilitate alterations agreements that are outside the normal landscaping requests.

Further, it was moved and seconded to table the review of the application fee; motion carried.

Council continues to discuss the need to upgrade its policy regarding RV parking and wait list criteria. Council will further discuss the RV parking rules. Parking protocols and procedures will be updated, revised and presented to owners after a review of recommendations.

Please note: only 24 hours are permitted when parking an RV on a roadway. This will allow for active off/on loading of the RV. Parking rules will continue to be enforced.

Landscape Committee Reports

B. Wiltshire, and Council has semi-concluded its review of the landscape design at the front entrance for the oval in the common area. At this time the oval re-design is subject to further study and review in an effort to ascertain the best land use practice for this area.

It was moved and seconded to cancel the entrance / oval project, This was due to financial obligations and transitional cash flow. Motion carried

Safety and Security

J. Young presented to council samples of different signage as part of council's efforts to increase safety and security in the community. The signage will be safety and security enhancement features and will address parking, speeding and general community concerns.

It was moved and seconded to approve the purchase of approximately \$400.00 of signage requirements; motion carried.

Maintenance

Multi-family and single-family home owners having problems with marmots are instructed to purchase a device that creates a high frequency signal that pulses through an area of a 30 foot radius which deters rodents and the like from populating the localized area. Please contact your local Home Hardware or Home Depot for assistance (cost approx \$30).

Council will review the responsibility of re-painting multi-family fascia boards on exterior homes. Council will also address concerns with the deteriorating of the exterior window trim with Rykon Construction.

The Rykon group has stated that construction issues are not their responsibility. They have volunteered to bring to the next council meeting a construction representative to deal with construction issues. Council will prepare the list of issues in advance.

Phase 3 main gates are installed. Owners are instructed to contact Myron's door for extra fobs or programming issues at 250-860-0516.

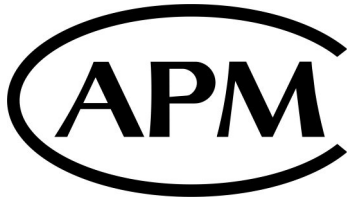
Correspondence

Council summarily reviewed several alteration agreements. The alteration agreement applications will be proceed separately and approvals, rejections and or other concerns will be communicated directly with each home owner applicant.

A call for volunteers to sit on the SPHOA common board to assist in the governance of the community affairs for Sonoma Pines is extended to all owners. Please contact Strataadmin@associatedpm.ca for more details.

The next meeting is scheduled for October 20th, 2010 at 9am- same location.

TERMINATION – It was moved to terminate the meeting at 11:44am; carried.



Robert Zivkovic, *Strata Property Manager*



COUNCIL MEETING MINUTES OF THE SONOMA PINES HOMEOWNERS ASSOCIATION (SPHOA) HELD ON OCTOBER 20TH, 2010 AT 9:00AM AT TWO EAGLES GOLF COURSE 3509 CARRINGTON ROAD, WESTBANK, B.C.

Present: M. Slabotsky P. Perschon (CRH) J. Young Cecil Harder (RV parking)
 B. Wiltshire D. Newton O. Wright R. Zivkovic (APM)
 M. Barrett A. Gregson

Guests: Randy Siemens, Ken Pennington,

CALL TO ORDER – M. Slabotsky, chairman, called the meeting to order at 9:00am.

APPROVAL OF AGENDA –

It was moved, and seconded to approve the agenda as amended; motion carried.

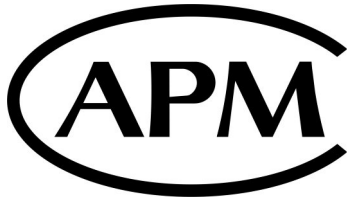
RV Parking:

Parking protocols and procedures have been updated and will be reviewed by Cecil Harder, RV coordinator, for further review, and implementation.

Construction Related:

Council presented areas of concerns regarding the re-painting of multi-family fascia boards on exterior homes and deterioration of the exterior window trim. Randy and Ken, of Rykon Construction, will further investigate and report back to the Board on the matter relating to the re-painting requirements of the exterior fascia boards. The window supplier has been contacted and confirms repairs to the window trim will take place over the course of the season.

Concrete concerns regarding sidewalks and curbsides were addressed in discussions with Randy and Ken. Rykon Construction confirms that repairs to concrete damages relating to construction will be repaired. Rykon Construction further states the concrete flaking is due to a fertilizer application and will not support a deficiency claim.



Robert Zivkovic, *Strata Property Manager*

Randy will provide a monthly summary to the Chair highlighting construction activity and developments.

The developer would be willing to move to a chain link, on the balance of construction starting at the top of Phase 8 phase to Boucherie road (perimeter fence). This change will be discussed at the next council meeting, because the change will affect the overall look of the development. The change is at the recommendation of the council, and not the developer.

APPROVAL OF MINUTES

It was moved and seconded to approve the SPHOA and SPMFA council minutes for September 15th, 2010; motion carried.

FINANCIAL REPORTS –

Transition Update

The contingency funds have been confirmed and received by Corix. APM will continue to finalize and update the financial statements by consolidating and bringing forward the financial events prior to June 30th, 2010 into APM's financial reporting system.

Council will defer approving the April, May, June, July and Aug 2010 financial statements until Corix's final financial statements are reviewed.

It was moved and seconded to table the review of the current financials; motion carried.

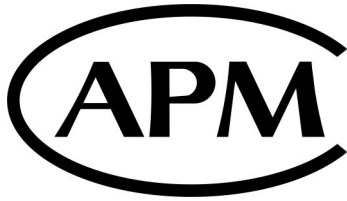
Owners are reminded that strata fees are due on the 1st of each month. Late fee penalties will apply to overdue accounts.

NEW/OLD BUSINESS

Discussions relating to Phase 1 irrigation system and "private" property boundaries servicing homes along the golf course were discussed. Paul, with Carrington Holdings Ltd, will review the irrigation service agreements with the golf course and report back to the Board.

Strata fees for unoccupied lots were discussed. The Chair proposed reviewing the unoccupied lot fees in the new fiscal year during budget reviews and preparations for 2011/2012.

It was moved and seconded that unoccupied lot fees, as established by Carrington Holdings and Corix, will remain in effect until the 2010 fiscal year end by way of tabling the 2010 budget proposed unoccupied lot fee charge until the 2011/2012 budget reviews and preparations; motion carried.



Safety and Security

J. Young presented continued concerns regarding safety and security to Sonoma Pines. Speed and traffic concerns continue to be addressed and ongoing reviews will take place. The Board was opposed to installing speed bumps on the Sonoma Pines Drive. The Board is also inclined in reducing the speed of vehicles by enforcement practices such as a radar speed watch program.

Please be courteous and drive within the speed limits.

M. Barrett (exited approx. 10:25am)

Landscape Committee Reports

Further details to the landscape agreement with the new provider are being agreed upon. It is confirmed that Asahi Contracting will provide warranty services to the remaining phases qualified for warranty protection.

J. Young (exited approx. 10:50am)

Correspondence

Alteration Requests

Council summarily reviewed several alteration agreements. A summary is as follows:

4134 Solana Place – reconsideration of stair installation request – *Declined*

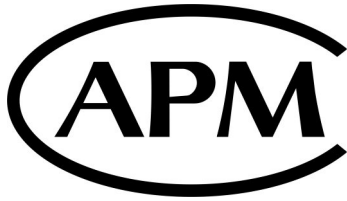
3917 Sonoma Pines Dr - Solatube Installation Request – *Approved*

3917 Sonoma Pines Dr - Side of property, the property is falling away where the rock retaining wall has ended. Rykon Construction has addressed the issue

2138 Serrento Lane - Alteration Request for Solar Panels – additional information requested for review and approval by council. – *Tabled* until the next meeting.

4136 Solana Place, (SF) - Request for Yard Alterations....

1. Remove existing rock, shrubbery and one sprinkler head to expand driveway by 3 ft to northern boundary rock wall. *APPROVED*



Robert Zivkovic, *Strata Property Manager*

2. Remove 4 feet of grass from the rear fence on the golf course and plant an assortment of shrubs and grasses along with weed mat and decorative rock cover. It is intended to keep the golfers from constantly coming in the yard to retrieve wayward balls. *APPROVED*
3. Build a free standing 8' X 12' golf cart shed on the southern front portion of the lot, with the entrance door facing a northerly direction. Along with the golf cart shed I would like to incorporate a court yard from the cart shed to front of the house. *DECLINED*
4. Replace the rock wall with a decorative Allan Block system. I would like to reduce the number of plants in the front yard in name of water conservation and create an xpheriscape yard, decorative rock, patio stones etc. *DECLINED – RESUMIT WITH DRAWING, SCETCH, PLANT TYPES, ADDITIONAL INFO, ETC.*
5. In the court yard I would also like to erect sun diffuser, similar to ones in the back yards in the multi family homes on the way to the show homes. *RESUBMIT REQUEST WITH MORE INFO*
6. Put the plants on drip system, which again would be a more conservative use of water. *RESUBMIT REQUEST WITH MORE INFO, WHO WILL INSTALL, PRESENT DRAWING OR SCETCH, ETC.*

2391 Mesa Vista (SF) - Deck alteration request. *Approved*

2395/2393 Mesa Vista Court (SF) - Landscape Alteration Request. *Declined*, council requires more information and the request needs to include a natural rock setting – no wood.

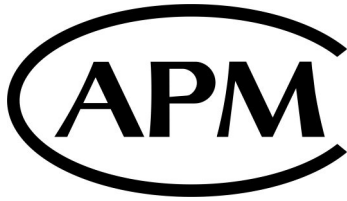
3970 Sonoma Pines Drive – unapproved alterations to landscape. Send homeowner a letter requesting they return the landscape to its original state as the alterations were not approved.

The board has accepted the appointment of a volunteer, Norm Asselstine, to sit on the financial committee.

Further calls for volunteers to sit on the SPHOA common board to assist in the governance of the community affairs for Sonoma Pines is extended to all owners. Please contact Strataadmin@associatedpm.ca for more details.

The next meeting is scheduled for November 25th, 2010 at 9 am - same location.

TERMINATION – It was moved to terminate the meeting at 11:20 am; carried.



Robert Zivkovic, *Strata Property Manager*



COUNCIL MEETING MINUTES OF THE SONOMA PINES HOMEOWNERS ASSOCIATION (SPHOA) HELD ON NOVEMBER 25TH, 2010 AT 9:00AM AT TWO EAGLES GOLF COURSE 3509 CARRINGTON ROAD, WESTBANK, B.C.

Present: M. Slabotsky P. Perschon (CRH) R. Zivkovic (APM)
 M. Barrett A. Gregson

Regrets: B. Wiltshire O. Wright D. Newton J. Young J. Farkas

CALL TO ORDER – M. Slabotsky, chairman, called the meeting to order at 9:15am.

APPROVAL OF AGENDA:

It was moved, and seconded to approve the agenda as amended; motion carried.

APPROVAL OF MINUTES:

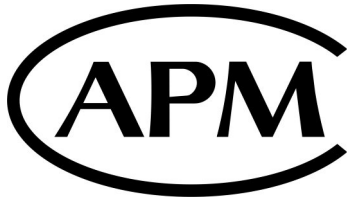
Council discussed the importance of carrying forward relevant agenda items to each meeting until the agenda items have been tabled or concluded as resolved. By addressing pertinent agenda item discussions, appropriate and relevant discussion details will be summarized accordingly in the minutes.

It was moved and seconded to approve the amended October 20th, 2010 council minutes; motion carried.

FINANCIAL REPORTS –

Transition Update

APM continues to finalize and bring current the financial statements for the Association. The contingency and operating funds have been confirmed and received by Corix. APM will continue to finalize the integration of financial statements for the current fiscal year.



Robert Zivkovic, *Strata Property Manager*

Council will defer approving the to date financial statements until the final integration from APM is complete. The Association is in good standing order to meet its financial obligations.

It was moved and seconded to table the review of the current financials; motion carried.

Owners are reminded that strata fees are due on the 1st. of each month. Late fee penalties will apply to overdue accounts.

APPROVAL OF MINUTES

It was moved and seconded to approve the SPHOA and SPMFA council minutes for September 15th, 2010; motion carried.

NEW/OLD BUSINESS:

RV Parking:

Parking protocols and procedures have been updated and will be reviewed by Cecil Harder, RV coordinator, for further review, and implementation. The RV wait list procedure is under review by council. Once completed, the updated RV policy will be sent to all owners.

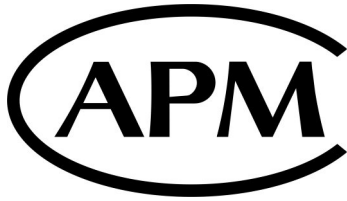
At this time there are no immediate plans by Rykon to install a 2nd RV parking lot. Carrington Holdings will seek alternatives to RV parking offsite for community residents. Costs for off site parking will be negotiated at a competitive price and charged to the owner.

Construction Related:

Council presented areas of concerns regarding the re-painting of multi-family fascia boards on exterior homes and deterioration of the exterior window trim. Rykon has offered to make repairs to pre-determined fascia boards that fall within a 24 month period. Council will review the offer and possibly promote a more permanent alternative solution to the issue. Further discussions and reviews are necessary. Starline, the window supplier, has been contacted and confirms repairs will be made to pre-determined discolored window trim to homes in phase 5 both multi-family and single family. Repairs will take place over the course of the season.

Two fence posts have been recently replaced and re-secured in phase 1.

Irrigation control in Phase 1, adjacent to the golf course, will remain as currently structured with the golf course maintaining the control and maintenance of the irrigation system.



Robert Zivkovic, *Strata Property Manager*

Concrete concerns regarding sidewalks and curbsides were re-addressed. Rykon Construction confirms that repairs to concrete damages relating to construction will be repaired. Rykon Construction further states the concrete flaking is due to a fertilizer application and will not support a deficiency claim.

In an effort to minimize future maintenance and capital costs, the developer is willing to move to a chain link fence, on the balance of construction starting at the top of Phase 8 to Boucherie road (perimeter fence). The change will affect the overall look of the development. Furthermore, the change request is at the recommendation of the council.

Strata fees for unoccupied lots were re-addressed. The Chair proposed reviewing the unoccupied lot fees in the new fiscal year during budget reviews and preparations for 2011/2012 and a motion was carried to that effect at the October 20th, 2010 council meeting.

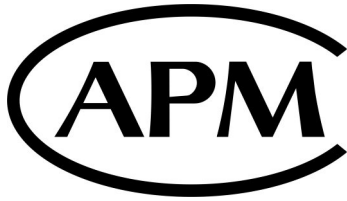
Safety and Security

J. Young, in absence, has submitted the following report for council's review:

SAFETY & SECURITY CHAIRPERSON REPORT - Joel Young

Sonoma Pines Homeowners Association - November, 2010

- A. Signage - Large sign at entrance installed and invoice presented to Chair Marc
 - Parking signs on street in Phase 1 installed as requested
- B. Fridge Magnets - draft magnet completed and sponsor for \$.85 X 350 homes still sought - 3 refusals to date.....
- C. Brochures - draft of brochure for each home to be completed with Duane McTavish, Crime Prevention Co-Ordinator, Central Okanagan - whose office is in the new Westbank RCMP location - price will be presented to Board when Drafted
- D. Educational - upon completion of fridge magnets & brochures, Joel will schedule safety & security workshops with RCMP, ambulance, fire, citizens patrol and WFN Enforcement for each Sonoma Phase (likely 2 phases per session)



Robert Zivkovic, *Strata Property Manager*

E. Recommendation - Joel would request that the Board seriously undertake an approach with Rykon Group to enhance lighting at both the main entrance and Boucherie exit.

Presented November 21, 2010 - Joel Young

Landscape/Snow removal Committee Reports

Snow conditions are monitored daily. The current policy for snow removal commences at 3 inches. Council will make ongoing requests for sanding and snow removal as required in addition to the snow removal protocol.

The landscape committee will reconvene, at a later date, to discuss and review the landscape agreement. The new landscaping contract continues to be negotiated regarding warranty provisions. Once the final terms are concluded an update will be forthcoming.

The irrigation blowout for phase 5 townhomes was noted to have taken place late, November, causing concerns for start up in the Spring. The system will be monitored at start up.

Insurance: Multi family home owners are strongly advised to acquire insurance against the possibility of being assessed the \$5000 Sonoma Pines Home Owner Association’s deductible in the event of a loss relating to your unit.

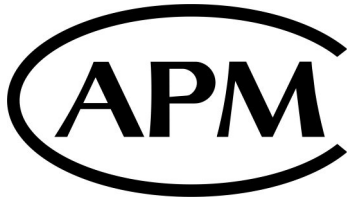
Action Item table:

Description	Person
Fascia Board repairs and follow up	Mike B.
Lighting at front entrance improvement	Bob W.
Security Patrol review	Joel Y.
RV parking update	Marc S.
Insurance Deductible review	Rob Z.

Correspondence

Alteration Requests

Council summarily deferred the review of alteration agreements until the next meeting. A summary is as follows:



Robert Zivkovic, *Strata Property Manager*

4146-Solana Place- re: request to plant trees.

2403- Mesa Vista- re: golf ball netting. The owner has complied with the request to remove the golf ball netting. Next season the owner will be required to make a formal alterations agreement request to have the netting (professionally) installed.

2138- Sorrento Lane- re: solar panel. The request has been approved at the prior council meeting.

A survey was sent to all owners in phase 3. The survey concluded an overwhelming majority of owners and residents prefer the automated gate system remain open 7 days a week from 7am to 7pm. The council will implement the request immediately.

Further calls for volunteers to sit on the SPHOA common board to assist in the governance of the community affairs for Sonoma Pines is extended to all owners. Please contact Strataadmin@associatedpm.ca for more details.

The next meeting is TBA.

TERMINATION – It was moved to terminate the meeting at 11:25 am; carried.