



# Sonoma Pines Homeowners Management Ltd.

## Board Meeting Minutes 1 September, 2016

NAME	PORTFOLIO	REPORT TO COUNCIL FOR:	PHONE	EMAIL
John Scott	Chairman	▪ Maintenance	250-681-5681	jdscott650@gmail.com
Tom McEwen	Vice Chairman	▪ Clubhouse ▪ Social	250-878-7565	tommc.strata@gmail.com
Bryon Dickie	Treasurer	▪ Finance	250-864-1040	bryondickie@shaw.ca
Charlie Milazzo	Secretary	▪ Landscaping ▪ Irrigation	778-754-1000	charliem.strata@gmail.com
David Reid	Councilor	▪ Maintenance	250 826 3751	davidr.strata@gmail.com
John Cole	Councilor	▪ Communications	778-754-7265	eloconsult@klondiker.com
Jo-Anne Luchka	Councilor	▪ Welcome/Volunteer/Election	250-300-6504	joluchka@gmail.com

NAME	PORTFOLIO	PHONE	EMERGENCY	EMAIL
Kevin Jersey	Strata Manager	250-869-8828	250-808-3837	kevin.jersey@associatedpm.ca

**Location: Clubhouse, 3999 Sonoma Pines Drive, West Kelowna, B.C.**

### Call to Order

The meeting was called to order by John Scott at 9:00 a.m.

### Attendance

**On behalf of Sonoma Pines Homeowners Association:**

**Present:** Jo Luchka, John Scott, Tom McEwen, Bryon Dickie, David Reid

**Absent:** Charlie Milazzo and John Cole

**On behalf of Associated Property Management (2001) Ltd:**

Kevin Jersey

**1) Approve Agenda –** The following items were added to the agenda;

- a) Correspondence - letter from Suzanne
- b) New business - New Employee , Walter Rintoul
- c) New business - Special General Meeting
- d) New Business - Termination Notice to APM
- e) Previous business – WFN water credit(s)

*MOTION:* The agenda be approved as amended  
UPON VOTE the motion CARRIED with a clear majority.

**2) Previous Minutes -**

*MOTION:* That the minutes from THE 4<sup>TH</sup> of August 2016 Board Meeting be approved as amended  
UPON VOTE the motion CARRIED with a clear majority.

**3) WFN Advisory Council Update - none**

#### 4) Home Owners' Presentation

a) **Acacia Lane Residents – Landscaping and Security Fence (Report attached)**

At the conclusion of the presentation Board suggested that the homeowners communicate directly with Rykon the builder.

b) **2213 Terrero Place – Sonoma Parking**

- A presentation by Frank and Irene Morrison was made to the Board regarding parking issues in the area of Terrero and Sonoma Pines Drive
- The Board advised that the Safety and Security Committee has been made aware of issues but has not addressed them at this point.
- Board suggested that an opportunity be granted to allow a presentation directly to the Safety and Security Committee.

c) **3825 Acacia Lane - Bylaws (E-mail attached)**

- Linda Metcalf made a presentation to the Board indicating that in the past, references have been made to the HOA's Bylaws, but the Corporation has Rules and Regulations rather than bylaws as would be the case for a Strata corporation.
- APM confirmed that the terms "Bylaws" and "Rules and Regulations" have been used inconsistently, but an effort was being made to change all the Strata related terms to reflect the Corporation's terms since the beginning of June. SPHM has "rules and Regulations". A continued effort will be made by the Board and the Strata Management Company to be consistent with the terminology.

#### 5) Correspondence

- a) **2121 Talavera Place – Odorous House Ants** – The Board discussed the dealing with the ants when reported by the owner, who was directed to call in The Bugman, with the invoice being forwarded to the strata management company for payment.

**MOTION:** That the Corporation pay for only the portion of the Bugman invoice that related to the work done on the exterior of the dwelling, and that the owner be responsible for the remainder.  
UPON VOTE the motion CARRIED with a clear majority.

The Board determined that in future, the corporation's maintenance employees will make an effort to deal with this type problem prior to calling in an exterminator. Wayne Briant offered to prepare a written policy regarding dealing with pests and vermin, and present it to the Board at the next meeting.

- b) **Noise Complaint** – A noise complaint was received from an owner, which will be dealt with in camera.
- c) **3825 Acacia Lane - Bylaws** – Moved to Owner Presentation
- d) **2114 Verona Lane – Parking signs** – Board requested that owner contact John Scott to discuss.  
**2112 Verona Lane – Parking Signs** - Board requested that owner contact John Scott to discuss.
- e) **2143 Talavera Place – Landscaping** - Board requested that the owner be in touch directly with Charlie Milazzo.
- f) **2115 Del Mar Court - CRF and Lower RV Lot Purchase** – The Board thanks the owners for expressing their point of view.

#### 6) Committee Reports

- a) **Administrative Advisory Committee – No Report**
- b) **Clubhouse Facility Management – Written Report (attached).**
- c) **Communications – No Report**
- d) **Finance Committee – Verbal Report**

**MOTION:** That the July 2016 financial statements for the Multi Family section and the Common be accepted  
UPON VOTE the motion CARRIED with a clear majority.

- Audit committee - The Finance Committee determined that the cost of a full outside audit could not be justified. Thus far no one within Sonoma Pines has volunteered to chair an audit committee.
- Unit entitlement - The finance Committee suggests that a committee be formed to investigate an alternative multi family unit entitlement formula.

e) **Irrigation and Landscaping - Written Report (attached)**

**MOTION:** That up to \$150.00 be spent for an expert to provide a report on lawn pests, to be paid from the common Consulting Services budget.  
UPON VOTE the motion CARRIED with a clear majority.

- Brenda Evans and Dagmar Luenberger-Swift have joined the landscaping committee.

**f) Maintenance – Verbal Report**

- Roof Warranties - As there is a 10 year warranty on workmanship, Madge Contracting will attend to correct deficiencies related to workmanship that they were responsible for. Some deficiencies relate to sub-contractors who were not under the direction of Madge, and therefore not covered by their warranty.

*MOTION:* That the Corporation engage Madge Contracting to make roof repairs on the multi family dwellings identified by the inspection report, that are not covered by the contractor's warranty, at a cost of up to \$3,500.00 to be paid from the Multi Family Repair and Maintenance Budget.  
UPON VOTE the motion CARRIED with a clear majority.

- Maintenance Check List - The Maintenance Committee will implement the check list on a trial basis, by inspecting a sample of Multi Family homes to see if it would be effective in ensuring regular maintenance is budgeted for and completed, to maximize the life expectancy of the exterior of the dwellings.

**g) Safety & Security – No Report**

*MOTION:* That up to \$100.00 be spent for signage at the Sonoma Pines entrance and exit gates, to be paid from the common operating budget.  
UPON VOTE the motion CARRIED with a clear majority.

The signs will indicate that Sonoma Pines is a "Private Community". Owners are advised that Golf carts must be insured for liability if driven on Sonoma Pines roads.

**h) Social - Verbal Report**

- The Golf Tournament is scheduled and is 75% subscribed.

*MOTION:* That up to \$50 be spent from the common clubhouse operations budget for cheques for the Sonoma Pines Social Club bank account.  
UPON VOTE the motion CARRIED with a clear majority.

**i) Welcoming, Volunteers and Election – Written Report (attached)**

**7) APM Operation Update – No Report**

**8) Previous Business**

- a) **Irrigation Start Up Procedures** – The policy is included in the Irrigation Committee Report.
- b) **2085 Candalera** – Request for replacement of dead tree. The matter was dealt with at a previous meeting.
- c) **Pruning Procedures** - The procedures are included in the Landscaping Committee Report.
- d) **Roofing Deficiencies and MFG Warranty** – See above in Maintenance Committee Report.
- e) **Lower Gate Power Outages** – The procedures relating to power outages and the lower gate is included in the Sonoma Pines Newsletter.
- f) **Public Roadway – Legal Opinion** – Tabled until the next Board Meeting of 6 October 2016.
- g) **Surveyor for Sonoma property lines** - APM was directed to engage the services of a surveyor to establish the property lines from 2200 to 2400 Terrero Place, 2177 Talavera to 3815 Acacia Lane , and 2120 Del Mar Court to 3790 Del Mar Lane. APM was advised that special permission was required to conduct surveys on First Nations Land. The President contacted a surveyor who has previously conducted surveys on First Nations Land and it was estimate that it would cost approximately \$5,000 for the requested survey work. The matter was tabled until the October 6<sup>th</sup> Board meeting.
- h) **Written Policy for RV Stall Waiting List** – Tabled until the October 6<sup>th</sup> Board Meeting.
- i) **Written Policy Regarding Satellite Dish Installation** – Tabled until the October 6<sup>th</sup> Board Meeting.
- j) **WFN Member Water Credits** – Jo Luchka will forward the names of the 3 WFN members that should receive credit for shared portion of the WFN water charge.

The meeting was adjourned at 11:05 a.m. and resumed at 11:15 a.m.

**9) Alteration Agreements**

**a) 2296 Pine Vista Place – Railing Replacement**

*MOTION:* That the owner of 2296 Pine Vista Place be granted approval for the alteration to common property by installing a glass topless railing with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**b) 2308 Pine Vista Place – Landscaping**

*MOTION:* That the owner of 2308 Pine Vista Place be granted approval for the alteration to common property by building a retaining wall at the rear of the residence with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**c) 2107 Del Mar Court - Extend Patio**

*MOTION:* That the owner of 2107 Del Mar Court be granted approval for the alteration to common property by extending the current patio with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**d) 2094 Candalera Place - Landscaping**

*MOTION:* That the owner of 2094 Candalera Place be granted approval for the alteration to common property by planting shrubs from the approved list with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**e) 2166 Talavera Place – Screen Door**

*MOTION:* That the owner of 2166 Talavera Place be granted approval for the alteration to common property by installing a retractable screen door on the front entrance with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**f) 3810 Siringo Lane – Develop Basement**

*MOTION:* That the owner of 3810 Siringo Lane be granted approval for the alteration to common property by finished development of the basement with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**g) 3839 Acacia Lane – Walkway Down Side of Building**

*MOTION:* That the owner of 3839 Acacia Lane be granted approval for the alteration to common property by constructing a block walkway from the rear patio to the front lawn area with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**h) 3807 Sonoma Pines Drive – Security Camera**

*MOTION:* That the owner of 3807 Sonoma Pines Drive be granted approval for the alteration to common property by installing security cameras at the front entrance and basement patio area with the following conditions; that the installation must comply with current privacy legislation, that the expense of the alteration is the responsibility of the

owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**i) 2144 Serrento Lane - Landscaping**

*MOTION:* That the owner of 2144 Serrento Lane be granted approval for the alteration to common property by altering the landscaping with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**j) 2163 Talavera Place - Awning**

*MOTION:* That the owner of 2163 Talavera Place be granted approval for the alteration to common property by installing a retractable awning at the end of the upper deck with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**k) 3852 Siringo Lane – Sun Shade**

*MOTION:* That the owner of 3852 Siringo Lane be granted approval for the alteration to common property by installing a sun shade with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**l) 2110 Del Mar Court – Phantom Screen Door**

*MOTION:* That the owner of 2110 Del Mar Court be granted approval for the alteration to common property by installing a phantom screen door at the front entrance with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**m) 3800 Del Mar Lane – Trellis**

*MOTION:* That the owner of 3800 Del Mar Lane be granted approval for the alteration to common property by installing a trellis with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**n) 2150 Serrento Lane – Window Addition to Front Door**

*MOTION:* That the owner of 2150 Serrento Lane be granted approval for the alteration to common property by installing a window in the front door with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**o) 2393 Mesa Vista Court – Awning**

*MOTION:* That the owner of 2393 Mesa Vista Court be granted approval for the alteration to common property by installing a retractable awning on the upper deck with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future

owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**p) 4143 Solana Place - Satellite Dish**

*MOTION:* That the owner of 4143 Solana Place be granted approval for the alteration to common property by installing a satellite dish attached to the exterior of the building with the following conditions; that the expense of the alteration is the responsibility of the owner, that the maintenance related to the alteration is the responsibility of the owner and future owners, and that the owner and future owners indemnify SPHM with respect to any liability related to the approval of this alteration.

UPON VOTE the motion CARRIED with a clear majority.

**10) New Business**

**a) New Casual Employee – Walter Rintoul**

*MOTION:* That Walter Remdell be engaged by Sonoma Pines Homeowner Management Ltd. as a casual employee on an on-call basis, to perform repair and maintenance duties, at an hourly rate of \$25.00 per hour, to be paid from a budget determined by the Board.

UPON VOTE the motion CARRIED with a clear majority.

The employee will be added to the Associated Property Management list for whom they perform employee services.

Tom McEwen left the meeting at 11:33 a.m. A quorum was maintained.

**b) 27 September 2016 SGM – Purchase of RV Lot**

*MOTION:* That the agenda provided to APM for the SGM be approved, and be forwarded to the owners by e-mail on or before the 12<sup>th</sup> of September 2016

UPON VOTE the motion CARRIED with a clear majority.

**c) APM Agency Agreement Termination**

*MOTION:* That the Board ratify the termination notice sent by e-mail to Associated Property Management (2001) Ltd. providing 60 days notice of termination of the agency agreement as required.

UPON VOTE the motion CARRIED with a clear majority.

APM will cease providing services on the 31<sup>st</sup> of October 2016.

The board wishes to thank APM for their efforts in assisting the Board in managing and developing the community.

**d) 2091 Candalera Lane – The owner advised the Corporation that a window and the garage door had been damaged by golf balls coming from the Two Eagles Golf Course.**

*MOTION:* That the damaged window be repaired, the cost to be paid from the Multi Family Repair and Maintenance Budget.

UPON VOTE the motion CARRIED with a clear majority.

The Community Relations Coordinator was directed to notify the owner.

**11) In Camera Session**

*MOTION:* The meeting commence an in camera session at 11:56 a.m. to discuss matters that are of a sensitive nature and may be subject to privacy legislation.

UPON VOTE the motion CARRIED with a clear majority.

*MOTION:* The meeting conclude the in camera session at 12:08 p.m.

UPON VOTE the motion CARRIED with a clear majority.

**New Rule and Regulations Contraventions**

<b>Strata Lot</b>	<b>Date</b>	<b>Rule Allegedly Contravened</b>	<b>Council's Decision</b>
An owner	160809	Noise Complaint	No further action required APM to respond that the Board did not feel the noise was excessive
An owner	160731	Noise Complaint	Send notice of Rule Contravention
An owner		Tree blocking view	Meeting with homeowners
An owner		Tree blocking view	Meeting with homeowners
An owner		Tree blocking view	Meeting with homeowners
An owner		Tree blocking view	Meeting with homeowners
An owner		Tree blocking view	Meeting with homeowners
An owner		Christmas Lights	Send notice of complaint
An owner		Christmas lights	Send notice of complaint
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An owner		Christmas lights	Send notice of complaint
An owner		Dog feces in yard causing damage to landscaping equipment	APM to send a letter to the owner advising owner of their responsibility to clean up after their pets.
An owner		Maple trees blocking view	Meeting with homeowners
An owner		Maple trees blocking view	Meeting with homeowners

**Previous Contraventions**

<b>Strata Lot</b>	<b>Date</b>	<b>Bylaw/Rule/Guideline Allegedly Contravened</b>	<b>Council's Decision</b>
An Owner	13 May 2016	Dog under control trespass on 2201 Terrero Place	No further action required.

**12) Termination** - The meeting was terminated at 12:10 P.M.

**13) Next Meeting** - Council meetings are held on the first Thursday of every month, at 9:00 a.m. Owners are welcome to attend these meetings as observers.

The next council meeting was scheduled to be held on the 6<sup>th</sup> of October 2016, at 9:00 a.m. in the clubhouse.



## September 1/16 Sonoma Pines Council Meeting

Over the past six months, I have personally spoken to Rob Taylor, John, Charlie, Ryan Siemens, and others to raise our concerns about the proposed landscape treatment behind Acacia Lane, the pre landscape maintenance, i.e. weeding, and subsequent sustainability of the final landscape product.

We requested this opportunity to meet with Council today to officially put our concerns in the minutes.

Since March of this year, we as residents of Acacia Lane have been concerned with the lack of information regarding the plans as to what our final landscape treatment behind our residences would be.

We have watched over the past 6 months as the landscape plan slowly took shape. The process has been painstakingly slow which has caused us, the residents, a great deal of angst and frustration. The pre, rough landscape maintenance, i.e. weeding, we feel, does not occur unless we raise concerns. Which is not appropriate, the weeding maintenance should be a regular, scheduled task by the contractor.

I have received "bits and pieces" of information over the past 6 months (as we all have), as to what the final landscape is to look like, and how it is to function. The concern over the construction, functionality, sustainability and more importantly the ongoing landscape maintenance of the "storm water swale" behind our homes, is what brings us here today.

As we know now, the final landscape treatment of the storm water swale is to be hydro seeding. Hydro seeding is very cost-effective, but not the most efficient method of seeding turf areas, especially in areas where a more "groomed" landscape product is to be achieved. There are more effective ground covers, i.e. shrubs and perennials, for slopes that would provide colour and better slope stability than turf.

The post maintenance of a hydro seeded area is as follows; keep the hydro seeded area moist for the first few weeks by lightly watering at least two to three times a day, this is called "syringing". The watering can be reduced as the turf germinates, grows and becomes established. Excessive water can and will increase erosion especially on a steep inclines, like the swale area behind our homes.

The swale itself does not function properly now. The grade is not working, there are pools of water forming along the water course during heavy rains, and if left untouched and not re-graded, it will continue not to function during spring runoff, causing erosion both on the bottom and sides of the swale. This erosion will affect the turf germination and establishment, requiring a continual return to the site to fill in the eroded areas and reseed. Which in my opinion is a waste of time and money when the issues can be resolved now.

If the intent is to maintain the swale and area after turf has been established, which I believe is not the intention, does concern us as homeowners. The before and after maintenance is a key factor in establishing a quality stand of turf, regardless of where it is. From my perspective the swale behind our homes is too steep to perform any type of post, establishment maintenance.

A maintainable slope should be built to a 2/1 slope or even better a 2.5/1 slope. The existing slope is more like a 1/1 slope and too steep to establish turf and maintain it both during and after establishment.

To create a proper landscaped area, including slopes in swales, ditches, etc. you have to first build it correctly; and you have to give it some forethought as to how it can be maintained into the future. From my past experience and knowledge, and from what I've seen to date, neither has been very well thought out as it pertains to this swale.

In my opinion, which is based on experience and the knowledge I have gained over the years in the horticultural industry, the approach that Rykon is taking in dealing with our concerns will not have a positive outcome unless changes are made now. On average it takes a minimum of 3 years and a maximum of 5 years to produce what I would call a sustainable landscape.

Those changes would include ensuring there is a water source, i.e. temporary irrigation system, to assist with the germination and establishment of the turf in and around the swale for up to 5 years. Additionally, there should be provisions to have the maintenance increased for a minimum of 3 to 5 years to ensure not only the turf is established sufficiently, but also the weeds do not take over the site, which is a common occurrence in establishing a non-irrigated, turf area.

Considerations for changing the grades for proper water flow and establishing turf, installing a temporary irrigation system to assist with the establishment and sustainability of the turf, and ensuring post maintenance, i.e. weeding is scheduled on a regular basis should be made now prior to

seeding. To make these changes would ensure our concerns are dealt with, and a more positive outcome for both Acacia Lane residents and Sonoma Pines as a whole.

Additionally, we would also request that to be consistent with other phases in Sonoma Pines, a fence be erected to provide a physical barrier to prevent the access by the public to the back of our homes. In my estimation this should have been completed along with the fencing that was erected in July behind our homes.

In an effort to provide some baseline of costs, I received an estimate of \$2,250 to erect a 4' fence along the edge of the sidewalk from the RV parking lot to the rock wall. This cost would also include a 4' gate to allow access by landscape maintenance crews.

I would ask Council to please consider and act on our requests so that we can put our frustrations aside and move on to enjoy our homes and yards.

Thank you for your time.

Wayne & Brenda Briant, 3817 Acacia Lane

Marcia Rushing, 3815 Acacia lane

Larry and Judy Kalmacoff, 3819 Acacia Lane

Bob and Ingrid Storz, 3823 Acacia Lane

Malcom and Linda Metcalfe, 3825 Acacia Lane

Lyle and Penny MacLean, 3827 Acacia Lane

## SPHOA Irrigation Committee Minutes of Meeting of August 25, 2016

Attending: Charlie Milazzo, Ivars Dravinskis, June Czuboka, Irene Scott, Marshall Wolski,  
Colleen Zabel, Ivars Dravinskis, Susan Bennington, Dennis Storer (Committee  
Co-Chair)

Guests: Brenda Evans, Dagmar Leuenberger-Swift

Regrets: Judith Gregson, Darrel Bellamy

- A. The meeting was called to order at the Clubhouse, lower level at 1:00 pm.
- B. Charlie will update the approved tree list on the SP website. Discussion followed regarding trimming cedars to 5 or 8 feet, but to prevent them growing up to the eaves to eliminate rat paths.
- C. Committee members discussed the issue of fruit trees attracting pests. Charlie had asked for evaluation of a Plum tree in his yard and the committee agreed to recommend that Charlie's Plum tree be replaced. Other fruit trees including Hawthorns need to be identified. SF homeowners may choose replacement trees at their option from the approved list.
- D. After discussion the committee recommends to the Board to replace the dead tree at 2085 Candalera Place with a Lilac making sure to dig out a large hole before placement. Overwatering by lawn rotors will be addressed.
- E. No-Prune List - Meeting guest Dagmar Leuenberger-Swift recalled the Red Stake system used by early SF homeowners to signal that they would do their own pruning. This system was discontinued several years ago but might have prevented the recent complaints received by the committee. The committee will arrange a meeting with Asahi to discuss re-instituting this type of program.
- F. Ivars requested that the low-hanging Oak tree branches along the SPD sidewalk be pruned. Asahi will be asked to proceed.
- G. Wind storm damage to trees was discussed briefly with respect to restoration/replacement by homeowners, but that would entail extra charges from the contractor.
- H. Lawn Restoration - After discussion regarding various lawn pests such as chafer beetles and cinch bugs, members agreed to recommend to the Board engagement of a lawn pest/disease control specialist to survey affected lawns in our Strata and suggest a course of treatment.
- I. Irrigation Report - Dennis provided a list of problems identified so far this year. In summary there were 2 in March, 50 in April, 13 in May, 22 in June, 14 in July and 8 in August (until Aug 20). Charlie suggested we advertise for knowledgeable volunteers to assist during the

balance of this year and during future years. Prompt action by our committee to triage problems and recommend solutions helps homeowners to understand issues and expedites the work of our contractor.

- J. Spring startup problems - After some discussion, Charlie recommended that the irrigation contractor delay startup of SF homes until April 1st because some snowbirds don't return until late March. Of course SF homeowners can start their own systems whenever appropriate.
- K. Other Irrigation Issues - Ivars wondered why the irrigation system is off for two consecutive days each week as opposed to two non-consecutive days regarding hot weather watering. The committee will query Asahi for an explanation. Asahi responded by noting that they required a second day as an alternate in case of bad weather.
- L. Charlie brought the members up to date on resolution of a persistent water leak at the corner of Talavera and SPD (the big hole). Analysis of the water will identify whether the source is ground water or Strata water.
- M. Other Issues - Several members noted that the weed whacking crew were in a few cases damaging trees. We will ask Asahi to caution their staff about this.
- N. Budget/Spending - Charlie gave an update on project and extras spending. He advised that we are still within our operating budget for this season while project spending is below budget. All previously approved projects have been completed. Of the \$160,000 allocation approved last year, about \$40,000 has been spent with the remainder reserved for repair/ replacement and upgrading of rock walls in several areas of the Strata.
- O. Charlie also advised that the pathway mid-block on Alvarado is yet to be completed by Rykon, while some committee members noted that another part of that same pathway between Madera and Talavera is becoming overgrown with weeds. Attention is recommended.
- P. Brenda Evans and Dagmar Leuenberger-Swift asked to join and were welcomed to serve on the committee.
- Q. The next meeting was scheduled for Thursday, Sep29/16 at 1:00 pm at the Clubhouse pending confirmation from a majority of Committee members.
- R. The meeting was adjourned at 3:15 pm.

Report from Clubhouse Management Committee

Sept.1 2016

- 1) Office has been constructed in the multipurpose room and now opened for use.
- 2) Additional lighting has been installed in multi-purpose room as requested by user groups.
- 3) Theft of Gym Equipment still is an ongoing investigation being managed by Safety and Security Committee. No new information at this time.
- 4) Scheduled meeting this Friday with Ryan Siemens to discuss concrete issues, settling of Clubhouse and related door issues.

Tom McEwen

Chairperson

Clubhouse Management Committee