



**Sonoma Pines Homeowners Management Ltd.
Board Meeting Minutes
September 7th, 2017**

NAME	PORTFOLIO	REPORT TO COUNCIL FOR:	PHONE	EMAIL
John Scott	Chairman	▪ Communications	250-681-5681	jdscott650@gmail.com
Bryon Dickie	Vice Chairman / Treasurer	▪ Finance	250-864-1040	bryondickie@shaw.ca
David Reid	Director	▪ Maintenance	250 826 3751	davidr.strata@gmail.com
Brenda Evans	Secretary	▪ Landscaping / Irrigation	403-803-4334	bevanssonomapines@gmail.com
Bob Scruton	Director	▪	250-707-4677	b_scruton@telus.net

NAME	PORTFOLIO	PHONE	EMERGENCY	EMAIL
Mike Makin	Strata Manager	250-860-1411	250-860-1411	mmakin@kelownarealestate.com
Kanina Wright	Unlicensed Assistant	778-754-1521	250-860-1411	kwright@kelownarealestate.com

Past minutes of meetings may be found on the Sonoma Pines Website at www.sonomapines.info

Location: Clubhouse, 3999 Sonoma Pines Drive, Westbank, B.C.

Call to Order

The meeting was called to order by John Scott at 8:55 a.m.

Attendance

On behalf of Sonoma Pines Homeowners Association:

Present: John Scott, Brenda Evans, David Reid, Bob Scruton

Absent: Bryon Dickie

On behalf of Coldwell Banker Horizon Realty:

Mike Makin, Kanina Wright

- 1) **Approve the Agenda – the following items were added to the agenda;**
- a. 3805 Del Mar Lane – alteration application
 - b. Alteration application form – revision
 - c. RV parking on roadway for fire evacuees
 - d. Mearles & WorkSafe BC re: closed spaces
 - e. 2174 Alvarado – sidewalk repair
 - f. Clubhouse rock wall lighting
 - g. Rock walls, video surveillance, lease summary for insurance providers
 - h. Insurance claim for rock wall

MOTION: The agenda to be approved as amended:

Seconded and CARRIED with all in favor.

2) Previous Minutes

MOTION: The minutes for the Board Meeting of August 3rd, 2017 be approved.

Seconded and CARRIED with all in favor.

- 3) **WFN Advisory Council Update** – There is no further information regarding the Carrington/Butt Road intersection. John Scott has been in touch with Public Works regarding a future meeting with WFN and MOT to get further clarity on the intersection. A meeting is potentially scheduled 2 weeks from now.

4) Correspondence

- a) **2403 Mesa Vista Court – yard flooding** – the landscape committee has spoken to the neighbor re: excess watering. The irrigation committee has adjusted sprinkler heads which may help alleviate the concern. The common areas sprinklers will also be off for a few days due to the sewer clean out. It is possible that this is also contributing to the problem. This area will be reviewed once the common sprinklers have been off for a few days to confirm the source of the problem. The landscape committee to provide an update at the next Board meeting.
- b) **Lower vehicle gate code change** – the lower vehicle gate code to be changed on October 1st. Owners will be notified in advance of the new code.
- c) **New rental policy** – policy to be revised and reviewed at the next board meeting
- d) **RV parking on roadway for fire evacuees** –

MOTION: Be it resolved that the Board approves one time RV parking on the roadway for fire evacuees for a period of 2 days.

Seconded and DENIED with majority vote.

5) Committee Reports

- a) **Administrative Committee** – nothing to report
- b) **Clubhouse Committee** – report attached. The committee will review the maintenance manual and create a maintenance log for the clubhouse.
- c) **Communication Committee** – nothing to report
- d) **Finance Committee** – report attached.
 1. Payment terms for pre-paid landscaping invoices to be discussed at the next contract negotiations.

MOTION: Be it resolved that the July Financial Statements not be approved until such time as all headings, sub-headings, line items and budget totals match the approved budget.

Seconded and CARRIED with all in favor.

MOTION: Be it resolved that the Board approves a \$60,000 transfer of funds from the MF Contingency Fund to the MF operating budget with the provision that these CRF funds must be paid back by the fiscal year end.

Seconded and CARRIED with all in favor.

- e) **Landscape & Irrigation Committee** – report attached
- f) **Maintenance Committee** – report attached
 1. 2174 Alvarado Trail sidewalk concern. Gord Hammond to obtain a quote to have this work completed.

MOTION: Be it resolved that the Board approves removing the fences along the access path between Siringo Lane and Alvarado Trail.

Seconded and CARRIED with all in favor.

- g) **Safety & Security Committee – report attached**
- h) **Social Committee – nothing to report**
- i) **Welcome Committee – the Board would officially like to welcome Kim Reid as the chair of the Welcome Committee. Kim to coordinate the annual dinner for all committee volunteers.**

6) **Coldwell Banker Operational Update – account receivables are still being worked on however, the majority of the clean-up has been done and will be reflected on the August financials.**

7) **Alteration Agreements**

- a) **3694 Sonoma Pines Drive – replace existing railing with glass. Application date July 31, 2017**

MOTION: That the owner of **3694 Sonoma Pines Drive** be granted approval for the alteration to the property by replacing the existing deck railing with glass 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.

Seconded and CARRIED with all in favor.

- a) **3684 Sonoma Pines Drive – replace existing railing with glass. Application date August 14, 2017**

MOTION: That the owner of **3684 Sonoma Pines Drive** be granted approval for the alteration to the property by replacing the existing deck railing with glass 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.

Seconded and DENIED with majority vote. Application is incomplete.

- b) **2103 Candalera Place – replace overhead patio lights with lighted fans. Application date August 14, 2017**

MOTION: That the owner of **2103 Candalera Place** be granted approval for the alteration to the property by replacing their exterior overhead patio lights with lighted fans 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.

Seconded and CARRIED with all in favor.

- c) **2137 Talavera Place - installation of a hot tub on lower patio. Application date August 4, 2017**

MOTION: That the owner of **2137 Talavera Place** be granted approval for the alteration to the property by installing a hot tub on the lower 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.

Seconded and CARRIED with all in favor.

- d) **3692 Sonoma Pines Drive – extend existing deck and installation of topless glass railing. Application date August 23, 2017**

MOTION: That the owner of **3692 Sonoma Pines Drive** be granted approval for the alteration to the property by extending their existing deck and adding topless glass 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.

Seconded and CARRIED with all in favor.

- e) **4145 Solana Place – landscape alteration. Application date August 25, 2017**

MOTION: That the owner of **4145 Solana Place** be granted approval for the alteration to the property by removing and replacing some shrubs and adding rock and brick for edging 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.

Seconded and CARRIED with all in favor subject to the removal of any plants not on the approved plant list.

f) **3811 Sonoma Pines Drive - installation of a privacy arbor. Application date September 1, 2017**

MOTION: That the owner of **3811 Sonoma Pines Drive** be granted approval for the alteration to the property by installing a privacy arbor 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.

Seconded and CARRIED with all in favor.

g) **3805 Del Mar Lane – installation of awning. Application date September 1, 2017**

MOTION: That the owner **3805 Del Mar Lane** be granted approval for the alteration to the property by installing a 10' x 8' awning for the back patio over dining room 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.

Seconded and CARRIED with all in favor.

8) Old Business

- a) **Satellite dish policy feedback** – no changes to the policy. Coldwell Banker to send a message to the homeowner.
- b) **Mesa Vista Court – wet lawns** – further investigation is being done. Recommendations will come from the Board once more information becomes available to them.
- c) **Strata fees (Madera & Serrento)** – Coldwell Banker to contact owners re: correction
- d) **Acacia Lane – chain link fence** – David Reid to coordinate with Gord Hammond and confirm requirements. To be reviewed at the next board meeting.
- e) **Candalera Lane – back slope** – The Board is willing to act as a go-between Rykon and the homeowners of Candalera Place. The Board is currently waiting for a proposal from the affected residents.
- f) **2144 Serrento Lane – landscaping concerns** – Mike Makin to work with the homeowner on preparing a letter to be submitted to the insurance company.
- g) **Speed concerns within community** – discussions are continuing and the Board is investigating the rental or purchase of speed signs. Bryon Dickie contacted Citizens Patrol who said they would not be willing to set up a program within Sonoma Pines as it is considered private property.
- h) **Mearles & WSBC re: closed spaces** – David Reid is following up with WorkSafe BC.
- i) **Rock Walls, video surveillance, Lease summary for insurance providers** – the Board is waiting to hear back from the lawyer on these issues.
- j) **Clubhouse rock wall lights** – lights for the clubhouse rock wall are approved. Lighting for the tree in front of the clubhouse is not approved.

9) New Business

- a) **Upper RV park alarm first response** – Mike Makin to contact the security company and bring recommendations to the next board meeting.
- b) **Garage doors multi family** – the Maintenance Committee to update the maintenance guidelines. Coldwell Banker to notify the owner that reimbursement will not take place.
- c) **Meeting minute wording – alteration applications** – future minutes to be adjusted to list alteration agreements that are approved, deferred, and denied. Process for approvals to be discussed at future management meeting.
- d) **Sewer clean out – Mesa Vista sprinklers** – work was delayed and now re-scheduled for Tuesday, September 12th.
- e) **Insurance claim for rock walls** – The Board is waiting on an engineering report from the insurance company.
- f) **Talavera Place – settling issues**

MOTION: Be it resolved that the Board approves and will coordinate an engineer to come in and prepare a report for the settling issues at a residence on Talavera Place.

Seconded and CARRIED with all in favor.

10) In Camera

11) Termination

The meeting was terminated at 11:40am.

12) Next Meeting

Board 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 Board meeting is scheduled to be held on **October 5th, 2017** at 9:00 a.m. in the clubhouse.



Sonoma Pines Homeowners Management Ltd.

SONOMA PINES Clubhouse Committee Meeting Minutes

Location: Sonoma Pines Clubhouse, 3999 Sonoma Pines Drive

Date & Time: August 29, 2017 at 1:00 pm

Participants: Jean Scheidl, Marshall Wolski, Robert Scruton - board liason, Ivars Dravinski,

Al Brown, Gerry Tonn, Willy Riewe, John Scott

- 1) Rykon will be coming in to do the follow up geo tech report on the clubhouse the first week in October. Dennis Resler has some questions whether or not we can turn the drippers around the clubhouse back on. John will follow up with Rykon.
- 2) Rykon will have someone in this week to look at the doors that are not closing due to the settling issues.
- 3) Expense review - Ivars will look into the Telus and Shaw billings to see if we can save some money. (initial report is that the telus bill is not for the clubhouse)
- 4) Update on the water leak in the multipurpose room. This will take place in the fall when weather is cooler and temperature in the attic is more reasonable.
- 5) Update on Gym sub committee and fundraising – request for volunteers to go out with this months newsletter
- 6) Depreciation report – to follow after the clubhouse inventory.
- 7) Development of maintenance list. First draft attached. Windows and carpet will be cleaned this fall. Expense will be covered by Social Committee. Recommended by Okanagan Heating and Air Conditioning that we use cheaper filters and replace every 2 months. The cheaper filters save money and allow for better circulation of air through the system.
Bob S will follow up on fire inspection timing and recommendations.
- 8) Procedures re: repairs and replacement of clubhouse equipment- Bob S will follow up with Jeff Ash to see if we can minimize travel times by coordinating his visits with other clients in the area. We will ask him for an evaluation of the condition of our equipment next time we need a service call.
- 9) Landscaping for rock walls- Gerry and Willy will follow up with Lorna
- 10) Update on refinishing of tabletops. Marshall on top of it.
- 11) Update on Clubhouse expansion plans – nothing new to report at this time.
- 12) Gym Maintenance - Bob Scruton

13) Other Items – flag pole rope replacement. Al will source a new more durable rope and Bob S will follow up with West Kelowna Fire Department to see if they can help us out with replacement.

Next meeting date: October 24th at 1:00 pm



SONOMA PINES

Sonoma Pines Homeowners Management Ltd.

Finance Committee Meeting Minutes

Location: Sonoma Pines Clubhouse, 3999 Sonoma Pines Drive

Date & Time: August 28, 2017 – 10:15am

Attendance:

Present: Bryon Dickie, Suzanne Lourche, Brian Diemert, Bob Scruton

Regrets: Bill Dartnell

Minutes Prepared By: Bryon Dickie

1. The July financial statements were reviewed and the Finance Committee recommends that the Board NOT approve the statements until such time as all headings, sub-headings, line items and budget totals match the approved budget. This has been requested numerous times and it is still not correct. **Action: Bryon to advise Coldwell Banker (CB)**

2. Invoice Review – Suzanne met with CB to undertake an invoice review and she echoed the same concern that there are missing accounts, or accounts not created properly that need to be rectified. There were a number of journal entries that will be summarized by Suzanne in the next two weeks and sent to CB for inclusion in the August statements. One concern was the process for approval of irrigation invoices. It was suggested that Bryon and Suzanne meet with Brenda Evans and Dennis Storer to discuss the process for work being done by Evergreen Irrigation and Asahi in SP. **Action: Bryon & Suzanne.**

It was further recommended that the approval process for invoices be formalized and that an approval name or names be attached to each line item of the budget. **Action:** Bryon to prepare and circulate to Finance Committee and Board a list of names for each line item.

3. There is a shortfall of cash in the Multi-Family (MF) operating budget due to expenses at this time of year being higher than maintenance fees coming in. The Finance Committee recommends that the Board approve a \$60,000 transfer of funds from the MF Contingency Reserve Fund to MF operating budget with the provision that these CRF funds must be paid back by the fiscal year end. **Action: Bryon to prepare a motion for Board approval**

It was further recommended that a cash flow statement be generated with next year's budget to forecast these cash flow situations and the subsequent actions that may be required. The calendar of activities will be updated to include the preparation in February of a cash flow statement for the next fiscal year.

4. A revised summary of the CRF funds currently invested with Valley First was circulated previously to the Finance Committee. There was some discussion whether we should split some of our CRF investment funds with another financial institution. No decision was made and will be reviewed again prior to the next fund renewal date.

5. Depreciation Report – The Finance Committee will be identifying assumptions and methodologies for the next Depreciation Report in 2019. The Finance Committee will seek input from all committees and the Board to customize the next report to suit Sonoma Pines needs more definitively. **Action – Brian and Suzanne**

6. Insurance – a question was asked who was responsible for the deductible for the recent house fire on Siringo Lane. **Action: Bryon to contact BFL**

7. **Next meeting Date** – September 25. All meetings begin at 10:15am.

Board Motions: (1) Be it resolved that the July Financial Statements NOT be approved until such time that all headings, line items and budget numbers match the approved budget. (2) Be it resolved that \$60,000 be transferred from the Multi-Family contingency reserve fund to the Multi-Family operating budget. Further these funds must be repaid back to the contingency reserve fund before the fiscal year end.



Sonoma Pines Homeowners Management Ltd. Landscape Committee Minutes

Location: Sonoma Pines Clubhouse, 3999 Sonoma Pines Drive

Date & Time: August 15, 2017 - 1:30 pm

Attendance:

Present: Ivars Dravinskis, Marshall Wolski, Judith Gregson, Dennis Storer

Absent: Irene Scott, Charlie Milazzo, Dagmar Leuenberger-Swift, Brenda Evans,
Colleen Zabel, Cheryl Johnson

Minutes Prepared By: Dennis Storer

1. The meeting was called to order at the Clubhouse, lower level at 1:35 pm.
2. The minutes of the last meeting were approved as written.
3. Additions to agenda - questions for Asahi
4. Dennis noted that Irrigation repairs (common and MF) were over budget and expected to continue incurring costs until the end of September. However, the Landscaping repair budget (both common and MF) was unspent amounting to a \$10,000 surplus that could be used to offset over-spending on Irrigation.
5. Landscaping issues - Judith raised concerns about the deterioration of the landscape banks along the property fence opposite 3911 to 3917 Sonoma Pines Drive. She suggested a rock retaining zone would prevent further degradation, however this would require significant funding to be accomplished. Dennis suggested we submit this project for funding in the next budget year and discuss it and other potential projects at the October 10th brain-storming session.
6. Kanina dropped by on her way home to question what was to happen with the red stakes allocated to residents to signify no pruning. Marshall felt that the stakes should be kept by the residents until next Spring when they would sign up for the new no-pruning campaigns or return the stakes. Kanina will be asked to inform those residents.
7. Ivars suggested we email all residents to ask them to remove rocks around the base of their trees to prevent overheating of the roots during hot weather. Dennis will follow-up with Kanina.
8. Judith pointed out that Vern Sarver had extensively over-pruned Hydrangeas along the Clubhouse Park fence in order to gain access to repaint the fence. In our opinion this action should have been scheduled to follow the Fall prune campaign. We will express our concerns to the Maintenance Committee.

9. On the issue of repainting strata fences Marshall talked about maintenance of the fence lines along the golf course boundary, pointing out that maturing shrubs should be allowed to replace some fence sections so that repainting is minimized in the future. We will promote this idea to the Maintenance Committee.
10. Marshall brought a copy of a recent Capital News article promoting the selection of water-wise plantings which could be brought to our homeowners attention on our website.
11. Discussion of other landscape issues was tabled until the next meeting.
12. Oval Garden - Dagmar submitted the following report: The Oval Garden is being cared for every week by our volunteers who continue to work diligently to keep it looking tidy and cheerful. Our weeding volunteers will help out with a bit more weeding within our community as is needed as well as removing rocks around all the tree well. We will wait until the air quality is better next much cooler before continue the community weeding. We are looking for more volunteers, please as your neighbours to join up. There was no report on the Oval garden.
13. Irrigation issues - Marshall pointed out that a homeowner's drip line on 2204 Terrero could be leaking causing the obvious washout in the rock wall separating Terrero from Alvarado. We need to arrange with the homeowner to identify and repair the leak.
14. Dennis reported that irrigation concerns are continuing to come in at an average pace of 5 or 6 emails per day since mid-June. We expect this to die down a bit in September and October.
15. Among questions to be submitted to Asahi, Ivars wondered if our frequent watering during hot spells was prematurely wearing out our Irrigation system components and had the recent episode of suspended solids in WFN water aggravated any failures. Dennis thought that the fineness of solids would not cause significant damage but a more definitive opinion would be sought from our Irrigation service provider.
- 16.
17. Marshall expressed concerns relating to damage from blow-out practices by our service provider. In particular, he pointed out several instances of swing-arm breakage reported by some of his neighbours. He expressed the opinion that the service people weren't blowing long enough time to fully drive out water from low spots in the irrigation lines and sprinklers.
18. Ivars also would like Asahi to comment on what progress they have made on improving our Irrigation system operation and its components.
19. Members of the committee are reminded of the upcoming brain-storming session on Oct. 10 and to feel free to submit topics in advance to Brenda.
20. The next meeting is scheduled for September 19th, 1:30 pm in the lower clubhouse.
21. This meeting was adjourned at 2:50 pm.



Sonoma Pines Home Owner Association Board Meeting September 7, 2017

Irrigation

Irrigation repairs (common and MF) were over budget and expected to continue incurring costs until the end of September.

Landscape

Committee meeting was held on August 19, 2017. Minutes of that meeting are attached.

- **Removal of stones and rocks in the tree wells in our community – this item was presented to homeowners via email and an information article in our latest newsletter. From observations around the community, a large number of homeowners have removed the rocks. We will continue working towards a community completion.**
- **Many hours were spent this past month doing site visits to homes because homeowners believed they are absolutely entitled to a lake view and even panoramic views. Now that the trees are starting to mature the views may be partially blocked. (see rules and regulations)**
- **Tree Pruning Program – three quotes are being put together to present to the Board for decision. This process has been difficult. The arborists that are good at their specialty are very busy. However, I have two more site visits with quotes to follow. I have met with each company and have explained our community canopy to them and our expectations. Each of these companies have offered insight and advice ahead of the quotes being received.**
- **A strategy/planning session is planned for Tuesday, October 10, 2017 from 9 am to 2 pm. Lunch will be provided. All Board members are welcome to attend.**



Sonoma Pines Homeowners Management Ltd.

SONOMA PINES Maintenance Committee Meeting Minutes

Location: Sonoma Pines Clubhouse, 3999 Sonoma Pines Drive

Attendance:

Present: Bob Nichol, Nic Schritt, Vern Sarver, Terry Cross, John Scott
David Reid by phone

Absent: Vern Valan, Glen Heming

Date & Time: August 14 – 8:00 am

1) Streetlight update

a) John will arrange to meet with Mike Middleton from Duo Teck at our next meeting.

2) Drainage issues Terrero

a) Vern and Glen still need to take a look

3) Home Maintenance standards

a) John still needs to complete a draft

4) Eaves trough repairs and cleaning

a) Scheduled for October

5) Fencing alternatives

a) Bob is looking at 3 options, chain link, vinyl and cedar rail. Meeting with contractor today and will present some quotes at the September meeting. Terry spoke with Dean Claggett from Two Eagles re cost sharing of new fence and we will discuss once we have more info to present to the board.

6) Rock Wall collapse next to holding pond

a) Claim made to insurance company and John will meet with adjustor today. Waiting for adjustors report

7) Sidewalk issues

(a) -3970 Sonoma Pines –work complete

(b) -2174 Talavera – David to take a look and share his findings with the committee

8) Fence and across the street from 2243 Terrero

a) Investigated by Vern with owner of 2112 Peters Road (Gordon) and it turns out that the trees are not an issue as they are held back by the owners chain link fence. Issue is more related to settling of the fence and Vern will come up with an estimate for the work to repair the fence.

9) Mesa Vista – wet areas – David and Vern will do some further investigation. Original complaint attached. Part of the issue is whether or not the water is coming from common or single family property.

10) PRV Vales and WCBC regulations for working on isolation valves. Information from Mearles sent to David and he will follow up.

11) Snow removal. Interior came in with the same quote as last year so we will renew the 2017/18 contract with them. We will meet with Jay at the September maintenance meeting.

12) New fencing behind Acacia homes. John and Gord met with homeowners to discuss their concerns with the

original layout of the fence. Homeowners suggested that the fence should follow the sidewalk from the corner of the lower RV lot to the rock wall. David suggest that we also look at a quote for fencing to run from the fence behind Acacia to the corner of the rock wall bordering 3815 Acacia. Gord will ask for updated quotes to be presented at the next board meeting

Next meeting: September 25th 8:00 am

Attached: email from 2375 Mesa Vista

Security and Safety Meeting Notes August 28, 2017
Meeting held at Clubhouse

Present: Chair Darrell Bellamy, Bob Clarke, Paul Kaiser, Nick Scharitt and Bob Scruton (Board Liaison).

Items in blue are a "Do List" for Maintenance so they can be struck off the S&SC Agenda. Several of these are outstanding from prior S&SC and/or Council meetings..

Chair brought the meeting to order at 13:00 hours and thanked those present for attending. Darrell reviewed the issues that have been an ongoing concern:

1. Neighbourhood Watch signage had been previously discussed with S&SC agreement on one at entry point on Sonoma Pines Drive and a second at the lower gate into Sonoma Pines. As per May 14, 2017 this is what Council had agreed to. The S&S Committee recommend any additional signs be posted facing the golf course at various access points. Discussion on how Candalera Place had their sign installed after Council had vetoed it.
2. Community Policing: Bob Clarke suggested he would request Community Police be more active in our community with periodic evening drive-thrus.
3. Stop sign be re-installed at the intersection of Mesa Vista Ct. and Sonoma Pines Dr. All signage within Sonoma Pines are recommendations to traffic only.
4. Overnight parking on some streets was brought forward with discussion on re-emphasizing the Rules and Regulations Division 1 Parking Restrictions 4. Sonoma Pines Parking Regulations (2) with the exception of Sonoma Pines Drive.....
Committee requests this section be written into the SP Newsletter each month for the next several months and quote owners and visitors read the entire Parking Restrictions Section.
Owner had advised people parking near his home and that prior Council had been provided a three-part ticket over a year ago. Discussion on enforcement and who would do it, with no real resolve.
5. Concern voiced on people parking on the curve near the entrance of Sonoma Pines Drive as you leave the community. Recommend the curve be painted yellow for No Parking.
- 6.a. Upper RV Lot security concerns. Parts are on order for the security system and once installed the Committee recommends yellow No Parking Lines be chalk line painted between the security camera eyes. This should indicate to the RV owners where NOT to park their rigs since the security eye will be blocked and active the alarm, costing us a visit from the Commissionaires.

- 6.b. Upper RV Lot signage on exiting should include "Right Turn Only" or "No Left Turn" as previously approved by Council in December 2015 though never done.
7. As per prior S&SC we recommended a 40 KPH sign at the lower end of Sonoma Pines Drive as you enter the lower gate. There is one speed limit sign coming up Sonoma Pines Drive from the lower gate and six going down.
8. Sliding chain link gate between Sonoma Pines Drive and Del Mar Lane/Ct. needs to have "No Parking - Fire Lane" signs affixed to gate off SP Dr., "No Parking" signs indicating lane access onto Del Mar and both curbs painted yellow on SP Dr and Del Mar.
9. Bob Clarke asked about the S&S Committee's recommendation to activate the Clubhouse Cameras. Discussion on what previously occurred regarding Clubhouse camera's. As they have been installed and paid for the Committee has fully supported their use and operation to mitigate any issues outside the Clubhouse. Signage informing folks of their operation would also need addressing (eg. Security Camera's in Use). Discussion on who would have access to the recorded feed and it be limited to a Board rep., Chair of the S&SC and possibly one more should they be brought on-line; emphasis on the camera's only recording externally for any mischief or theft, tie into Clubhouse alarm system so it goes live once alarm is set or a timer when building is vacant.

The S&S Committee still support the use and operation of the installed camera's to safeguard the Clubhouse.

Outstanding Item:

"No Exit" sign needs to be installed on Verona Dr. as agreed to by last April's EBoard! Right hand side of street as you enter Verona Dr.

Chair adjourned the meeting at 14:15 hours with our next meeting scheduled prior to the Oct. 5 EBoard meeting.

Notes Taken by

RE Scruton
Board Liaison

As approved Chair Bellamy