



**Sonoma Pines Homeowners Management Ltd.**

**Board Meeting Minutes  
July 2, 2020**

| NAMES            | PORTFOLIO      | REPORT TO COUNCIL FOR COMMITTEES: | PHONE        | EMAIL ADDRESSES           |
|------------------|----------------|-----------------------------------|--------------|---------------------------|
| David Reid       | Board Chairman | ▪ Maintenance                     | 250-826-3751 | davidr.strata@gmail.com   |
| Lloyd Searcy     | Vice Chairman  | ▪ Insurance Committee             | 250-768-3449 | ldsearcy@gmail.com        |
| Malcolm Metcalfe | Secretary      | ▪ Communications                  | 250-707-3031 | metcalfe@metcalfe.org     |
| Terry Cross      | Treasurer      | ▪ Finance                         | 250-768-3172 | terrycross.sp@gmail.com   |
| Tom McEwen       | Director       | ▪ Clubhouse & Social              | 250-768-3439 | tommcstrata@gmail.com     |
| Murray Reiter    | Director       | ▪ Landscaping                     | 250-863-1283 | reiterm@shaw.ca           |
| Gary Sears       | Director       | ▪ Irrigation                      | 306-717-7820 | gsears@telus.net          |
| Charlie Milazzo  | Ex- Officio    | ▪ Safety & Security               | 604-671-3389 | charlie.milazzo@gmail.com |

| NAME           | PORTFOLIO            | PHONE        | EMERGENCY    | EMAIL                             |
|----------------|----------------------|--------------|--------------|-----------------------------------|
| Mike Makin     | Strata Manager       | 250-860-1411 | 250-860-1411 | mmakin@coldwellbanker.ca          |
| Katelyn Peters | Unlicensed Assistant | 778-754-7929 | 250-860-1411 | smassistant@kelownarealestate.com |

Past minutes of meetings may be found on the Sonoma Pines Website at [www.sonomapines.info](http://www.sonomapines.info)

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

**Call to Order**

The meeting was called to order by David Reid at 9:00 a.m.

**Attendance**

**On Behalf of Sonoma Pines Homeowners Management Ltd:**

**Present:** David Reid, Terry Cross, Tom McEwen, Lloyd Searcy, Malcolm Metcalfe, Gary Sears, Charlie Milazzo

**Absent:** Murray Reiter – Murray appointed Lloyd Searcy to act in his place under Article 15.1 of the SPHM Ltd. Articles of Incorporation.

**On behalf of Coldwell Banker Horizon Realty:** Mike Makin, Katelyn Peters

**1) Approve the Agenda:** The following items were added to the agenda.

**Under New Business:**

- Public notice: BCUC Application Order G-171-20

**Additional Alteration Agreements**

- 2091 Candalera Place – Installation of Landscaping Rock
- 2083 Candalera Place – Installation of Landscaping Rock
- 2085 Candalera Place – Installation of Landscaping Rock
- 2087 Candalera Place – Installation of Landscaping Rock
- 2089 Candalera Place – Installation of Landscaping Rock

*MOTION:* The agenda to be approved as amended.

Seconded and CARRIED with all in favor.

**2) Approval of Board Minutes of June 4, 2020**

There were two corrections to be made to the minutes:

A motion was made and seconded to appoint Charlie Milazzo to be an Ex-Officio member of the Board of Directors of Sonoma Pines Homeowners Management Ltd. The motion passed with a vote of 5 in favour and 2 opposed.

On the list of duties, the Board agreed that Lloyd Searcy would be responsible for insurance. The list on page one of these minutes has been amended.

*MOTION:* The minutes for the Board Meeting of June 4, 2020 be approved as amended.

Seconded and CARRIED with all in favor.

*MOTION:* The Board approves the new Board of Directors and Committees contact sheet. The contact sheet is attached to these meeting minutes.

Seconded and CARRIED with all in favor.

**3) Approval of Special Board Minutes of June 11, 2020**

*MOTION:* The Board approves the special minutes from the Management Meeting of June 11, 2020.

The motion was seconded. The minutes were not approved as some Board members wanted more time to review them.

4) **Presentation by Don Porter:** The homeowner made a presentation to add an extension to his existing deck. The Board needs more information from the homeowner before they consider his request.

5) **Correspondence:**

a) **Garbage Collection:** Homeowners are reminded to please follow Bylaw 3.6 below in regards to garbage collection:

An owner, tenant, occupant or visitor must not have exposed or open garbage cans, bags or containers, unless being placed for collection on specified collection days only.

6) **Committee Reports:**

a) **Clubhouse Committee:** A written report is attached.

b) **Communication Committee:** A written report is attached.

*MOTION:* The Board agrees that control of the Sonoma Pines website be handed over to the Communications Committee. The Communications Committee will submit a new outline for the Sonoma Pines website, and the administration password will handed over to the Communications Committee.

Seconded and CARRIED with all in favor

*MOTION:* The Board agrees that Board meeting minutes will be approved by e-mails of Board members after each meeting and before they are sent to owners. The minutes are to be signed and filed at the following monthly Board meeting.

Seconded and CARRIED with all in favor

c) **Finance Committee:** There was nothing major to report from the Finance Committee at this time.

*MOTION:* As recommended by the head of the Finance Committee, be it resolved that the Board approves the May 2020 financial statements.

Seconded and CARRIED with all in favor.

*MOTION:* The Board agrees that Brenda Evans is to be removed as the signatory on the Sonoma Pines bank accounts, and the new Secretary, Malcolm Metcalfe is to be added.

Seconded and CARRIED with all in favor

d) **Insurance Committee:** The Insurance Committee has obtained a legal opinion regarding the allowing of individual homes being able to insure as opposed all insuring on one policy. See 11a below for more information.

*MOTION:* The Board agrees to accept the legal opinion discussed above from a Theresa Arsenault, Q.C. at Pushor Mitchell.

The motion passed with 6 in favor and 1 opposed.

*MOTION:* The Board agrees that there will be no paid legal opinions obtained by a Board member without the approval of the Board.

Seconded and CARRIED with all in favor

*MOTION:* The Board agrees that a Special General Meeting by Restricted Proxy will be set for July 30, 2020. A notice will be sent to homeowners informing them of this meeting no later than July 10,2020.

Seconded and CARRIED with all in favor

- e) **Irrigation Committee:** A written report is attached.
- f) **Landscape Committee:** There was nothing new to report from the Landscaping Committee at this time.
- g) **Maintenance Committee:** The Maintenance Chairperson provided a verbal report to the Board on some maintenance issues, some of the issues which are outlined in the attached Community Services Coordinator report.
- h) **Safety & Security Committee:** A written report is attached.
- i) **Social Committee:** There was nothing new to report from the Social Committee at this time.
- j) **Welcome Committee:** The Welcome Committee continues to distribute Welcome Packages to the new homeowners. The Welcome Committee is waiting for the go ahead to conduct orientation sessions in the Clubhouse again. At that time there could be more than 15 new homes invited to attend. The Welcome Committee will soon be planning a Volunteer appreciation event in the hopes that we can gather in the near future.

**7) Community Services Coordinator Report:** A report is attached from the Community Services Coordinator detailing some of the issues that he has been dealing with during the past month.

*MOTION:* The Board accepts the above submitted reports for in 6 & 7 above.

Seconded and CARRIED with all in favor

## 8) Alteration Agreements

*MOTION:* The Board approves the following new alteration applications.

Seconded and CARRIED with all in favor.

- a) **2205 Terrero Place** - Installation of a Solar Tube

## 9) Additional Alteration Agreements

*MOTION:* The Board approves the following additional new alteration applications.

Seconded and CARRIED with all in favor.

- a) **2091 Candalera Place** - Installation of Landscaping Rock
- b) **2083 Candalera Place** - Installation of Landscaping Rock
- c) **2085 Candalera Place** - Installation of Landscaping Rock
- d) **2087 Candalera Place** - Installation of Landscaping Rock

- e) **2089 Candalera Place** - Installation of Landscaping Rock

#### 10) Alteration Agreements – Denied

- a) **2168 Alvarado Trail:** The Board reviewed its decision respecting the Alteration Request from the owner of 2168 Alvarado for an extension to the deck and confirmed that the request was denied.
- b) **2228 & 2230 Terrero Place:** The owners of 2228 & 2230 Terrero Place were allowed to make an unsolicited presentation respecting their Alteration Requests for a deck extension. The Board agreed that without the neighbor's consent, the request was denied.

11) **Old Business:** There were no old business items added to this agenda.

#### 12) New Business:

- a) **Insurance & Articles of Incorporation Discussion:** A legal opinion has been received from Theresa Arsenault of Pushor Mitchell which essentially states that Sonoma Pines can allow its Multi Family homes to obtain insurance individually under certain conditions, similar to how the single family homes operate now. The Board intends to change to this method immediately and will call a Special General Meeting for July 30<sup>th</sup> for owners to vote on it. Town Hall meetings will be held before the vote to allow owners to ask questions.
- The property manager stated his concern that the Board is moving too fast with this change and not enough time has been allowed for second opinions, other consultations and/or investigations. However, Board members stated that Theresa Arsenault is a well-respected corporate lawyer and they are confident in her opinion. Furthermore, any delays in the process will be expensive as early indications are that there could be substantial savings in insurance premiums using the new format. After a long discussion, the Board voted to accept Theresa Arsenault's opinion and also to go ahead with the upcoming Special General Meeting. Please see the approved motions recorded in 6 d above. Further information will be sent to owners by separate e-mails.
- b) **Discuss the procedure of Alteration Agreements:** There was a discussion about streamlining the alteration application procedures by delegating authority for approval of standard applications to a sub-committee. Lloyd Searcy will bring a proposal to the next meeting.
- c) **Public Notice:** BCUC Application Order G-171-20. The contents of this notice may have an impact on Sonoma Pines. Malcolm Metcalfe was asked by the Board to investigate and report back at a later date.

*MOTION:* The Board approves Malcolm Metcalfe to be in charge of negotiating with Corix Utilities.

Seconded and CARRIED with all in favor.

13) **In Camera:** There were no in camera discussions at the time of this meeting.

#### 14) Termination

The meeting was terminated at 11:55am

15) **Next Board Meeting:** The next Board Meeting will be **August 6th, 2020**.

Board meetings are held on the first Thursday of every month; at 9:00am. Owners are welcome to attend these meetings as observers. Homeowners wishing to address the board should submit a request to Coldwell Banker 2 weeks in advance of the meeting in order to be added to the agenda.

**Sonoma Pines Homeowners Management Ltd**  
**Board of Directors Special Meeting - June 11, 2020, 9:00AM, SP Clubhouse**

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**Present:** Lloyd Searcy, Acting Chair, Terry Cross, Malcolm Metcalfe, Tom McEwan,  
Murray Reiter, Gary Sears, Charlie Milazzo

**Regrets:** David Reid

## **Agenda**

1. Insurance
  - a. Current status
  - b. Approval of funding for a Legal Opinion
2. Siringo Wall Repair/Replacement
  - a. Status of investigation
3. Budget
  - a. Deferral of New Payment Schedule
  - b. Impact of insurance changes on budget

## **Meeting Minutes**

Lloyd Searcy called the meeting to order at 08:55 AM at the Clubhouse. The content of the agenda discussed and agreed.

### **1. Insurance**

Lloyd provided a history of work completed over the last week. Following are the key activities and results:

- A focus group has been held to discuss viable options for placing the multi-family insurance. Indications are that the policy will have to be placed through a commercial broker, given that the Board agreed to delay further work on this initiative until other options are explored.
- Lloyd presented information on potential conflicts in the multi-family sublease and articles of incorporation issues.
  - There is some confusion regarding our status as a corporation. This MUST be clarified.
  - The single family and multi family lease sub-documents both contain the same information on insurance - the homeowner is expected to provide his or her own insurance.
  - It was suggested that we seek a legal opinion to clarify and confirm our position with two options:
    - Authorize homeowners of MF homes to purchase their own insurance - without any change to the Head Lease, Sub-Lease or Articles of Incorporation. (legal opinion required)
    - Modify the Sub-Lease agreements to allow homeowners to purchase the insurance on their own home. (legal opinion required)
  - Lloyd has contacted lawyers that are able to provide a legal opinion.

**MOTION - Lloyd Searcy, SECONDED Terry Cross - To authorize a loan of up to \$5,000 from the MF Contingency fund to cover costs for the proposed legal opinion addressing the MF Sub-Lease insurance clauses. PASSED - Unanimous**

**Sonoma Pines Homeowners Management Ltd**  
**Board of Directors Special Meeting - June 11, 2020, 9:00AM, SP Clubhouse**

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**2. Rock Wall (Siringo Lane)**

There was a question about the proposed rock wall replacement on Siringo Lane.

The Board agreed to utilise Geotechnical personnel to investigate the need and risks of replacing the wall before proceeding. Lloyd and Murray will follow up and report back to the Board. No work will proceed on the wall until further review by the Board.

Terry informed the group that no work would be started in the near future, due to lack of funds in the common CRF account.

**3. Budget**

A short discussion on the budget took place.

- The status of the increased monthly maintenance fees was discussed, considering a potential to defer the balloon payment and increased fees on July 1. After discussion, it was agreed that the fees would remain as currently planned, with the potential to be reduced when the legal opinion has been received and a viable plan for insurance has been prepared.
- Depending upon the need to change the budget, a Special General Meeting may be required to allow a vote on changes in costs and assessments based on any change in insurance.
- Murray raised the issue of trimming trees - the Oak trees on Sonoma Pines Drive will need to be trimmed up to 13 ft above the roadway to allow vehicles to drive without hitting them. This will be completed within the current budget.
- Murray also explained a plan to save the Oak trees that are in poor condition on Sonoma Pines Drive. Grass around the base of the trees will be removed, and replaced with bark mulch, and the trees will be treated with fertilizer, water, and a good talking to.

The meeting was adjourned at 9:50 AM

*Malcolm Metcalfe, Recorder of Minutes*

**Approved by Board June 20, 2020**

**Signature:** \_\_\_\_\_

**BOARD OF DIRECTORS AND COMMITTEES:**

(July 2020)

| NAME             | PORTFOLIO      | REPORT TO BOARD FOR:          | PHONE          | EMAIL                     |
|------------------|----------------|-------------------------------|----------------|---------------------------|
| David Reid       | Board Chairman | Maintenance Committee         | (250) 826-3751 | davidr.strata@gmail.com   |
| Lloyd Searcy     | Vice Chairman  | Insurance Committee           | (250) 768-3449 | ldsearcy@gmail.com        |
| Malcolm Metcalfe | Secretary      | Communications Committee      | (250) 707-3031 | malcolm@metcalfe.org      |
| Terry Cross      | Treasurer      | Finance Committee             | (250) 768-3172 | terrycross.sp@gmail.com   |
| Tom McEwen       | Director       | Clubhouse & Social Committee  | (250) 768-3439 | tommcstrata@gmail.com     |
| Murray Reiter    | Director       | Landscaping Committee         | (250) 863-1283 | reiterm@shaw.ca           |
| Gary Sears       | Director       | Irrigation Committee          | (306) 717-7820 | gsears@telus.net          |
| Charlie Milazzo  | Ex-Officio     | Safety and Security Committee | (306) 754-1000 | charlie.milazzo@gmail.com |

**PROGRAMS & MISCELLANEOUS CONTACTS:**

| PROGRAM/RESPONSIBILITY               | NAME  | PHONE NUMBER  | EMAIL  |
|--------------------------------------|---|---|--|
| Property Manager (Coldwell Banker)   | Katelyn Peters<br>Mike Makin<br>Emergency Number                      | (778)-754-7929<br>(250) 860-1411<br>(250) 860-1411  | smassistant@kelownarealestate.com<br>mmakin@coldwellbanker.ca            |
| Bulletin Board Notices               | Katelyn Peters  | To place notices, please drop off your hard copy of bulletins at the office. Emails not accepted. |  |
| Canasta<br>Wednesday PM<br>Friday AM | Daphne Singh<br>Hazel Wolski  | (250) 452-9874<br>(250) 768-3546  | hdsingh@telus.net<br>hazelandmarshall@yahoo.com                          |
| Clubhouse Address/Phone Number       | 3999 Sonoma Pines Drive - (778) 754-1521                              |   |  |
| Clubhouse Bookings                   | Marleen Knoblick  | (250) 768-1947  | bknoblick@shaw.ca  |
| Clubhouse Committee Chair            | Tom McEwen  | (250) 768-3439  | tommcstrata@gmail.com  |
| Clubhouse Key Fobs                   | Abbas Dharamsi  | (250) 452-6754  | sabba_39@shaw.ca   |
| Community Services Coordinator       | Blake Elsasser  | (778) 215-3705  | sonomapinescsc@gmail.com   |
| Communication Committee Chair        | Malcolm Metcalfe  | (250) 707-3031  | malcolm@metcalfe.org   |
| Finance Committee Chair              | Terry Cross   | (250) 768-3172  | terrycross.sp@gmail.com  |
| Gate Programming – Lower Gate        | Blake Elsasser  | (778) 215-3705  | sonomapinescsc@gmail.com   |
| Gate Programming – Phase 3 Gate      | Darrell Bellamy<br>Tom McEwen   | (250) 707-3790<br>(250) 768-3439  | darbel1@telus.net<br>tommcstrata@gmail.com                               |
| Insurance Committee Chair            | Lloyd Searcy  | (250) 768-3449  | ldsearcy@gmail.com   |
| Irrigation Committee Chair           | Gary Sears  | (306) 717-7820  | gsears@telus.net   |
| Ladies Golf                          | Kerri Schmied<br>Kerri's Cell Number<br>Gillian Sanderson<br>Kim Reid | (250) 768-8889<br>(250) 718-5559<br>(250) 797-0112<br>(250) 707-3751                              | kerri.s@telus.net<br>gilliansanderson@hotmail.com<br>reidkim@hotmail.com |
| Landscaping Committee Chair          | Murray Reiter   | (250) 863-1283  | reiterm@shaw.ca  |
| Library Circle                       | Shari Bouzane<br>Kathy Hovorka  | (778) 754-1894<br>(778) 754-7207  | boatofus18@gmail.com<br>kjhovorka@shaw.ca                                |
| Maintenance Committee                | David Reid  | (250) 826-3751  | davidr.strata@gmail.com  |
| Painting Club                        | Joni Kellington   |   | j.kellington@hotmail.com   |
| Quilting Club                        | Kate Fawcett  | (778) 754-4426  | johnandkate@shaw.ca  |
| Safety & Security Chair              | Lloyd Searcy  | (250) 768-3449  | ldsearcy@gmail.com   |
| Social Committee Chairperson         | Lorna Wright  | (250) 452-9872  | lorna-wright@shaw.ca   |
| Welcome Committee Chair              | Kim Reid  | (250) 826-3752  | reidkim@hotmail.com  |
| Yoga                                 | Cheryl Harrison<br>Laura O'Reilly                                     | (250) 707-0272<br>(604) 355-1280  | harcn@shaw.ca<br>potentializemeyoga@gmail.com                            |

**Sonoma Pines Website:** [sonomapines.info](http://sonomapines.info) website Password: sonomapines Inquiry and Alteration Forms on Website.

For Use of Sonoma Pines Residents ONLY. Not for Commercial Use





June Clubhouse Report

June 28, 2020

**Update:** Through May and June the Clubhouse remediation started and is now completed. The remediation consisted of demolition and removal of the patio and driveway concrete to allow excavation of material to expose the base of the foundation.

The foundation was secured in place by drilling helical rods into hard pan at a depth up to forty feet. Once specific torque was achieved, a mounting plate was attached to the foundation in numerous predetermined locations along the east and south walls.

Once the plates were mounted to the foundation, they were attached to the drilled rods to secure the foundation from any further settling.

Then the excavation was backfilled and prepared for concrete forming of the extended patio, driveway and extended refuse containment and seasonal storage area. Concrete was poured and forms removed.

Landscaping of the area will be done in the near future to complete the major project.

Inside remediation consisted of repairs to extensive damaged drywall up and downstairs of the building. Demolition and removal of both washroom floor ceramic tiles, re-leveling both upstairs washroom floors was done to return floors to level. Engineered flooring was installed replacing ceramic tile.

Once all drywall repairs were completed, all rooms were repainted as necessary. At this time the Clubhouse is ready to **open once Interior Health Restrictions are lifted or relaxed so the community can use and assemble without the angst of Covid 19 virus.**

## **Thank you**

Dave Reid, Willy Riewe, Gary Sears and Bryan Dickie for volunteering their labour, working together in returning the Clubhouse back to normal operating condition; and the Social Committee members who committed their time to source flooring samples, liaison with the contractor, sourcing paint colours for consideration and providing funding for replacement of the upstairs flooring and carpet tiles.

Management Committee meeting will be scheduled early July to discuss re-opening.

Tom McEwen  
Director  
Chairperson  
Sonoma Pines  
Community Clubhouse  
Management Committee

# ***Communications Committee Report***

***Malcolm Metcalfe***

***July 2,2020***

This is the first report of the Communications Committee. It addresses xxx issues that will be addressed in the near term, with an outlook further ahead.

1. Website – We have reviewed the website and found a number of issues that will be addressed.
  - a. The selection of what is open to the public and what is behind a password is inconsistent. We are planning to restructure the data, putting owner specific data behind the password and only a small amount ahead of the password for public access.
  - b. We are replacing the existing forms that must be printed and filled in by hand, with forms that can be completed and either printed or submitted on line.
  - c. We propose to remove the option to allow comments on inappropriate pages – e.g. there is a complaint about the pool table on the page that shows bio information for directors.
2. Minutes - We will implement a new process for meeting minutes. The minutes taken by the Property Manager are generally sent to directors within a very few days. I intend to send a message to all directors, asking for any corrections of amendments, and will complete a vote by email. This will be completed within 2 weeks of the meeting, allowing approved minutes to be sent to owners.
3. Public Access to Regular Meetings - We are investigating the potential to put all monthly meetings on Zoom or an equivalent service. This will allow owners to watch meetings and at the end of each session, we will allow up to 15 minute for questions or comments from owners. Only one rule, directors must NOT wear a suit and have a rose in their lapel – at these sessions.
4. We must make further efforts to be more transparent with owners. Suggestions are welcome. I believe that we should host a meeting at least quarterly to report to the members.
5. As a corporation, we are expected to produce an annual report, and I intend to give that some thought.

# Irrigation & Water Conservation Committee

## MONTHLY MEETING MINUTES

Date: June 23, 2020

Time: 9:00 am

Location: Sonoma Pines Clubhouse - 3999 Sonoma Pines Drive

### Agenda

1. Call to Order: 8:58 am
2. Additions to agenda – Add costs of water and “water butts” to item 8 Water Conservation.
3. M/S/C to adopt March 16, 2020 minutes
4. Financial Report

We have not received anything official from the financial officer but our proposed budget is approved. Gary will request budget information from Terry and/or Mike at Coldwell so that we have information on our accounts for our future meetings.

5. 2020 – 2021 Budget

As above and Mike T will send out the approved budget to the committee.

6. CSC Report

The committee installed 2200 feet of control wiring which has now been hooked up to the controller at the clubhouse. 11 battery clocks around the club house have now been removed and 20 new watering zones have been added to the control clock at the clubhouse (Control Clock 6) These installations will result in lower annual labour costs by Asahi as they will not have maintenance to do on the battery clocks.

No major problems to report on the irrigation system. Start up was more efficient this year. Evergreen comes every Thursday to make repairs as needed.

7. Old Business
  - a. Capital field projects – see CSC report.
  - b. Computer purchase - discussion on purchasing a tower computer vs lap top. Wireless keyboard and tower was decided upon. We will use the monitor in the boardroom if it is compatible otherwise we will buy a new monitor.

- c. Software purchase will be made from Turbo Cad – on line. License is \$300 annually. We will check to see if there is lifetime or better financial option for the licensing.

## 8. Water Conservation

a. Master water meter (Carrington Road) update - construction to start in the summer. It is not known if a dedicated water meter will be installed as part of the construction work for the new development. Until a meter is installed we will not be able to determine our total water usage. We will be losing some of our irrigation infrastructure as part of the construction overlaps into our current irrigation system.

b. Water meters not communicating – Data we received from residents has been sent to WFN. They will get back to this project in September/October as they have had other competing priorities. Not all of the households have meters that are reporting data.

c. Water Conservation - 1) Gary working on water conservation tips. 2) Discussion on using more efficient watering spray heads and setting up a work program to replace some of the older inefficient ones. We could review the entire sprinkler system in the spring and assess how much replacement we want to undertake at the committee level to keep the costs down. 3) two more rain sensors should be purchased and installed – this will result in all our control clocks having sensors. 4) Mike W brought forward that the WFN new water quality requirements will result in significant operational costs for WFN and that costs will be passed on to consumers. Our committee has had previous discussions on this and we have also had discussions with the Utility Department at WFN - they have indicated via email that the earliest we would see increase in our rates will be January 2022. 5) Water butts – the Canadian equivalent is rain barrel – discussion on this potential water conservation measure – the installations may contravene the SPHOA bylaws. Mike W to check the bylaws and if allowed perhaps we can make a recommendation on using them..

d. We will review our information on the Sonoma Pines web pages and report any changes needed to Blake. Discussed having a new and separate tab for Irrigation and Water Conservation.

10. Correspondence - none

11. Next Meeting – July 20<sup>th</sup> at 9 am.

12. Adjournment 10:45 am

## **Safety and Security Committee**

June 30, 2020

Call to order 10:08 AM.

Present Lloyd Searcy, Charlie Milazzo, Paul Kaiser, Darrel Bellamy

Lloyd was giving the board responsibility to Charlie but will be remaining as a member of the committee

Solana Place Gate

there have been issues with emergency vehicle access to resolve the issue a siren activation device is being added to upper Solana Place gate

Speed Sign in the road.

The general feeling is positive, and complaints are fewer. The committee concludes that the sign has had a positive effect. The committee recommends a second sign just by the lower Solana gate entrance, and a 3rd be purchase as a spare. Funds to come from the S&S budget. Before we purchase, we would look into similar sign with solar LED light.

Upper entrance

The committee discussed the effect of the new development on Sonoma Pine in increased foot and vehicle traffic. The idea of relocating the primary access to Sonoma Pines to the lower entrance off Boucherie Rd was explored. It does have some merit in that it would block unwanted traffic from the Carrington Rd area and be consistent with the direction from most mapping software. More studying and consultation need on this.

Meeting adjourned at 10:45 next meeting TBD.

## Community Services Coordinator Report for June

- 1) Evergreen attached the sprinklers and drip system that were broken off at the Clubhouse. All lines tested and everything is up and running. We also replaced a total of 12 battery clocks north of the clubhouse totaling 20 valves are now hooked up to a main clock. We now have a selection of used battery clocks that we can use when other battery clocks around the community fail.
- 2) Met with Steve from Ninja Tree Service. He was contracted to trim the Oaks along Sonoma Pines Drive. He also trimmed a few problematic trees just off Sonoma Pines Drive. The trees look much better.
- 3) Met with Deana from Tuscany Village. She was wondering where the waterlines were flowing to and from at the bottom RV lot. Looks like all the water lines that waters the plants south of the Lower RV Park are watered by Tuscany. Evergreen will give me an update when Tuscany has Evergreen out to repair their system.
- 4) Call from 3836 Siringo Lane about water infiltrating her basement. I inspected the kitchen and it looked like the water entered from the kitchen vent and ran down the interior wall and left small stains in the basement roof. Damage was restricted to just drywall. I was on the roof and snapped some pics of some areas around the vents. All vents looked secure and in place. Nails do need mastic coating. I have arranged Roof Doctor to come out ASAP to inspect the roof and fix the deficiencies.
- 5) Wayne's Stucco came out to look at some problematic spots that need repairs to some pillars and a corner of a home at 2106 Candalera Lane. The stucco was breaking off on a problematic corner at this location and repair to be completed on the lower wall by the Gym door.
- 6) Brian from Duradeck was out to give us a quote to replace the vinyl decking on 3901 – 3917 Sonoma Pines Drive. I should have a quote by this week
- 7) Assa Abloy was out to fix the long run time on the exit gate. Corrections made and request made to change the exit code. Repairman will have to follow up and find the instructions to change the code. They are also working on a quote for a Yelp system for the Solana Place gates

**Blake Elsasser**  
**Community Services Coordinator**

