



Second Edition Sonoma Pines Newsletter

Hi Sonoma Pine Residents!

It is hard to believe the month of January has flown by so quickly. With temperatures on the rise and the much-welcomed rains it may be an early spring. Looking forward to the trees and shrubs budding and the golf courses getting ready to see players once again.

Over the past 3+ months there has been a tremendous amount of activity happening at the board level and in the various supporting committees.

While many of you do take the opportunity to stay informed by reading the various Board and committee reports, we would like to share a quick overview of what has been transpiring.

So welcome to the ***Second Quarter Sonoma Pines Newsletter!***

We hope that you will find the information provided below informative.

Kelvin Mathuik
Director Communications
Sonoma Pines Homeowners Management Ltd.

Chairman of the Board - David Reid

Since November of 2023 I have had the pleasure to carry out the chairmanship responsibilities of the Board. As you will learn from the highlights below, the Board along with their associated committees who continue to unselfishly volunteer their time to make Sonoma Pines a vibrant community that we are all very proud to call our home.

Over the past 3+ months significant progress continues in many areas. My thanks to all the Board members, committee members, our Community Services Coordinator, and his team as well as our administrative staff in addressing the services/needs in our community. Your ongoing efforts are very much appreciated.

I would also like to thank you in advance for your constructive suggestions/ideas/solutions coming forward as they will only help make our community the best it can be.

Finally, I would also encourage all of you to become involved in one of our committees or in future work bees in the months ahead.

Wishing everyone the very best!

Finance and Audit - Jim Burkinshaw

The finance and audit committee has had a very busy 3+ months. Good progress has been made in establishing greater rigor in the overall management of our Sonoma Pines finances. The following are some of the committee's activities and accomplishments:

- completed a tidy-up of our financial line coding and reports for greater clarity.
- consolidated our investment accounts from three to two financial institutions.
- re-invested our corporate reserves to take advantage of current GIC investment returns.
- continued the development of a comprehensive finance and audit operating manual.
- arranged with Kent McPherson to update our Depreciation Report on the mid and long-term cost and investment planning for our community.
- began the process for an audit of our corporation's finance in the 2024/2025 operating year.
- implemented a new cost structure for the upper RV lot and have commenced a review of ongoing RV storage rental charges.

I can report that as of December 31, 2023, our finances are in a good position. The Board is beginning the 2024/2025 budget planning process. Unfortunately, we already know that we will be seeing cost increases in many operating areas such as water, maintenance, and repairs.

All of our financial reports are reviewed at Board Meetings (open to the community) and posted on our website. I welcome any questions that you may have on any area of the statements. Thank you again to the members of this committee!

Maintenance – Dave Reid

This past year has been very busy for John - our Community Services Coordinator - and his excellent team. I am sure you have seen John, Vern, Chris, and Lalo around the community addressing various maintenance/inspection issues whether at individual multi-family homes or on our common community property areas. Their activities have generated significant cost savings for the community as in the past these activities would have been outsourced.

During the past summer/fall period the following maintenance activities have occurred:

- 17 multi-family homes painted
- 1 multi-family deck covering replaced
- 52 fire hydrants painted
- Yellow curbing and sidewalk lines painted

- Several sections of internal fence were painted included speed signposts
- Stucco pillar repairs
- Weather stripping
- Window repairs/replacements
- Roof inspections/repair
- Clean up of all catch basins
- Pet and garbage removal – weekly basis
- Duct cleaning and furnace maintenance of the clubhouse HVAC system.
- Implemented a new snow removal protocol for our contractor -Tiger Landscaping – in order to be financially prudent on the use and timing of spray application and on the overall snow plowing of our residential streets.

A 2024-2025 workplan is well under development that will identify maintenance work to be actioned this coming spring/summer.

We continue to have very good lines of communication with the Vancouver based company – The District Group – who have commenced construction of the new development on Carrington. Work on the installation of utilities has commenced. The company has committed to keep our Board informed as the development continues.

Please note that a call letter for volunteers to join a maintenance committee will be coming out shortly.

Irrigation and Landscaping – Willie Riewe

The summer/fall period has been a very busy period for irrigation activities. My thanks to our CSC Coordinator - John and his team member Chris – for an excellent job in responding to various irrigation issues, concerns. Overseeing these issues internally have generated huge cost savings as in the past these would have been outsourced.

With respect to irrigation, 411 call outs were overseen by Chris. In addition, he was able to install protective boxes over a number of the irrigation clocks.

Irrigation line blow outs were also completed.

A huge shout out of thanks to the irrigation committee for their advice/counsel on the overall management of our irrigation infrastructure across the community.

On the landscaping front, a year end meeting with our landscaping contractor – Asahi – was held to review the 2023 landscaping season to assess what went well, what did not with the objective to see improvement and attention to the landscaping activity performed by the contractor as we head into the 2024 landscape season. Please note that a **landscape calendar** will be developed to provide all residents with important dates for all things landscaping – i.e. spring clean up, grass cutting, fertilizing application, spray treatment, tree/shrub pruning, landscape material pick up, fall clean up etc. So, stay tuned everyone

I also want to extend my thanks to the landscaping committee members for their hands-on work in cleaning up the oval garden and the shrub/plant beds around the club house. They did an amazing job and have begun discussions on how some of the beds can be enhanced/improved this coming spring.

Finally, this past October we had the executive director of the Okanagan Xeriscape Association – Sigrie Kendrick – tour our Sonoma Pines development to provide recommendations on the process of creating xeriscape areas that require less water and maintenance while maintaining the integrity and beauty of our community. We will plan to have Sigrie Kendrick back for a presentation to the community in the spring.

Safety & Security – Don Porter

Since our last newsletter, the safety and security committee has been engaged on a number subject. The following is a list for your information/awareness:

- A minor change to the Clubhouse and GYM accessibility is now in place. The new hours are 5:30 AM to 12:00 AM (midnight).
- Volunteers for the position of Liaisons for the upper and lower RV lots are now in place. These Liaison points will play an important role to identify and report any issues within the RV lots to our office staff who will in-turn advise the respective RV lot renters.
- Concerns over uneven and cracked sidewalks along Sonoma Pines Drive have been brought to the Board's attention and will be a priority for repair in the spring.
- The issue of accessibility parking at the clubhouse continues to be examined by the Board.
- The Board is revitalizing (updating) our current Block Watch Program. If anyone is interested in the roles of Block Captains and Co-Captains, please contact.

Don Porter donporter2168@outlook.com Director Safety & Security
Bob Scruton b_scruton@telus.net Chair of Safety & Security Committee

- We have made contact with Bryce Stirling - Fire Smart Coordinator for West Kelowna and WFN- to undertake a Fire Smart Assessment for our community. A Fire Smart presentation for all residents will be scheduled in early spring – date TBD.

Residents are reminded to ensure their vehicles are locked - especially at night. Residents are also encouraged to turn on their external house lights as they are a simple action to mitigate petty crime/vehicle thefts.

If a person of suspicion is a neighborhood, please call 911

Club House & Social Committee Liaison – Tom McEwen

Over the past 4 months there has been significant activity involving our Sonoma Pines clubhouse. The following is the list for your information/awareness:

- Thanks to a very successful Sonoma Pines Community Golf Tournament and the ongoing work by our incredible Sonoma Pines Social Committee, our clubhouse has now been outfitted with new acoustic tiles in the upstairs ballroom. Based on the feedback from the December Christmas gift exchange the sound quality in the ballroom has improved significantly. We hope many of you who have had difficulty enjoying events due to poor sound quality will now come back out. Thank you, Social Committee, for fully covering the purchase and install of these acoustic tiles.
- New lightening has been purchased inside the refuse area illuminated by a sensor. This additional light should now produce ample lightening in all areas.
- New rugs have been purchased at both the upper and lower entrances to mitigate wet/soiled foot ware from tracking into our facility.
- New comfort height toilets have been installed in the upper floor washrooms.
- All wood framed chairs in the ballroom have been outfitted with new glides to prevent damage to the floor.
- External GFI electrical outlets have been installed in the patio area to enhance use of the area for BBQ and other outdoor musical events.

Discussions continue on the installation of a roof structure over the storage area adjacent to the club house.

Sonoma Pines Gates – Kelvin Mathuik

The past 3+months have been without question quite the journey in getting both our lower and upper gates operational since the mechanical and software issues surfaced thanksgiving weekend last October.

As you may recall the lower gate software and mechanical issues were addressed in short order. Thankfully, the lower gate continues to operate well.

The long saga involved our upper gates. At issue was the failure of the main control box circuit board. The cause of this failure was diagnosed as excessive over heating due to the fact too many component parts were added into the hardware box which was a design failure from the onset. Unfortunately, it took over 6 weeks for the supply company after numerous discussions to finally agree (thankfully) to cover the circuit board under warranty. As a result, a new upgraded circuit board was ordered along with a ventilated controller box to prevent over heating issues in the future. All of the aforementioned was received and installed just before Christmas. The saga continued with the importation of all the existing RFID master file as well as the intercom 4-digit gate codes into the new gate system. While this should have been a simple exporting/importing of the data, the new gate hardware was not permitting this from occurring. Once this issue was resolved, we then had further issues with the intercom landline/cell connectivity along with the 9-function key in allowing entry of guests into our community.

With all this said our upper gate is now operational and knock on wood we hope/trust it will remain as such.

Having said this we will be having further discussions at the Board on the current programming of the gates in order to lessen the wear and tear which will mitigate future repair costs given the volume of opening/closing actions- especially at the upper gate.