

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
February 26, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 8:20pm.

Board Members William Burzynski, President
Present: Fred Hauth, Vice President
Julie Thomas, Member at large
John A. Darroch, Secretary

Homeowners
Present: None

Approval of Meeting Minutes: No previous meeting minutes needed to be read or approved.

Financial Report: David Hall, CFO presented the financial report for the period ending January 31, 2009 via email. As of that date our total current assets were \$96,001.06 with reserves accounting for \$76,994.33 of this total. Total Income for the month was \$10,315.77 with operating expenses totaling \$7,345.51 leaving a net profit for the month of \$2,188.74 after interest adjustments and the reserve payment. The Association purchased a digital projector and screen to be used at annual meetings and other periodic group meetings for a cost of \$720.00 – the Association considering renting similar equipment, however, the prevailing market rate for rentals was \$150.00 per day – the Board decided to make the direct purchase and shopped for the best price which was found at Costco – the equipment was purchased prior to Annual Meeting in January.

The Aging Report from Lindsay showed two homeowners with outstanding accounts more than 60 days overdue (lots 14 and 31 – with what appear to be accumulated late fees). The board will follow up with these homeowners to ensure that their accounts are brought up to date. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Landscape Report: Fred Hauth, Vice President presented the January 2009 Landscape report. Fred reports that Heaviland has aerated and reseeded the Kendra's Park, again. This has been done at no additional cost to the HOA. We will continue to watch to see if the grass makes any improvements.

The 4 monument corners along Hillside have been gone through completely. The old grass has been killed off and dug out. All roots have been removed, including the surface roots for the palms trees. The sprinklers have been repaired and adjusted so they are watering correctly. New sod has been put down.

Fred has mentioned that Heaviland is not doing a very good job with our landscaping. It has been noticed there are numerous broken sprinklers that don't get repaired unless Fred finds and repairs them. This has resulted in many bank areas that are now dying or have already died. As a result the board has decided to look into contracting another landscaper that is both more competent in programming our new irrigation controllers and will be more diligent in doing the necessary repairs and maintenance. The board has received a reasonable bid from Western Gardens Landscaping, which we plan to sign with some minor changes, and will result in a \$900.00 a month cost savings. Our current contract with Heaviland ends on April 30, 2009, but we also have a 30-day cancellation clause that we may invoke at any time without penalty.

John made a motion to accept the new landscaping contract from Western Gardens Landscaping based on the revisions discussed by the board. Fred seconded the motion. Vote: 3-0 in favor of the motion.

Architectural Report: Julie Thomas, Member at Large reports the homeowners in lot 82 have installed a fence in their yard without first getting the architectural approval for the fence. While the fence is very much in keeping with the standards of our neighborhood we would like to remind our neighbors to get board approval before you start any work. This will help to prevent any problems and miscommunications that may result in the work needing to be redone at the homeowner's additional expense. Please follow the rules.

Old Business: No old business at this time.

New Business: Town hall meetings. The first of a series of town hall meetings was held to discuss the renovation of our aging landscaping. The board would like to thank those interested homeowners that came to the meeting. There were many good ideas brought to the table. It was thought that \$40,000 was a reasonable sum of money that should cover most expenses in replanting certain areas and replacing deceased trees with healthy ones. The focus of the March town hall meeting will be to gain the support of our community at large.

Next Meeting: The next meeting will be held on Thursday March 26, 2009, 7:30 pm, at Kelly Elementary School Media Center, located at 4885 Kelly Dr, Carlsbad.

John made a motion to adjourn the meeting. Julie seconded the motion. Vote: 3-0 in favor of the motion.

The meeting was adjourned at 9:30pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
March 26, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 8:20pm.

Board Members William Burzynski, President
Present: Fred Hauth, Vice President
Dave Hall, CFO
John A. Darroch, Secretary

Homeowners
Present: None

Approval of Meeting Minutes: John read the meeting minutes from the February 26, 2009 board meeting. Dave made a motion to accept the minutes as read. Fred seconded the motion. Vote: 3-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending February 28, 2009. As of that date our total current assets were \$97,747.26 with reserves accounting for \$78,074.13 of this total. Total Income for the month was \$10,634.05 with operating expenses totaling \$8,114.35 leaving a net profit for the month of \$1,439.90 after interest adjustments and the reserve payment. Unusual operating expenses for the month included higher than budgeted printing and mailing costs for the "Town Hall Meeting" announcements, our annual required backflow valve inspection and repair, and our continuing efforts to rehabilitate our landscaping.

The interest income on our reserve accounts is slightly under budget due to declining interest rates; our largest CD at Downey Savings will roll over in March, so that decline in interest income will likely accelerate starting next month. Downey Savings continues to provide what appear to be very competitive (and secure) interest rates. Reserve interest is a small portion of our total income (approximately 2%), so there should be no significant impact on the HOA accounts.

The Aging Report from Lindsay showed two homeowners with outstanding accounts more than 60 days overdue (lots 14 and 31 – with what appear to be accumulated late fees). The board will follow up with these homeowners to ensure that their accounts are brought up to date. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Landscape Report: Fred Hauth, Vice President presented the February 2009 Landscape report. Fred reports that a homeowner reported the banks were in poor shape in front of 4715 Telescope. Fred has looked at the banks and reports that the sprinkler has been repaired and the bank looks like it is doing well again.

Heaviland has removed the dead Oak tree on Coastline and will be replacing it with another Oak. Heaviland has spread fertilizer, Fusilade and pre-emergent weed control throughout the property so the weeds should be reduced and the plants should start to look less yellow in the coming days and weeks ahead.

A contract with an alternative landscaper has been negotiated which will reduce our cost each month from \$4975 to \$4421. Thanks to Fred for the tough negotiating. Our new landscaper is proficient in adjusting and programming our new irrigation controls so we are hopefully on our way to a much improved landscape.

Architectural Report: Julie Thomas, Member at Large reports the homeowners in lot 34 submitted plans to add a patio cover to the house in the front yard. The board has reviewed and approved the plans and pictures submitted as long as the homeowner stays within the architectural guidelines for paint colors to match the existing color of the house.

Old Business: A number of neighbors of Lot # 135 have made comments about the appalling look of the front yard. The board has reviewed these complaints and concurs with the issue. The board will write a letter to the homeowners requesting that they submit plans and finish the work immediately.

New Business: Town Hall meeting scheduled for April 30, 2010 to discuss the removal and replacement of the stucco fence along the west side of Hillside Dr. All interested residents are encouraged to attend the meeting to voice your opinion.

Next Meeting: The next meeting will be held on Thursday April 30, 2009, 7:30 pm, at Kelly Elementary School Media Center, located at 4885 Kelly Dr, Carlsbad.

Dave made a motion to adjourn the meeting. Fred seconded the motion. Vote: 3-0 in favor of the motion.

The meeting was adjourned at 9:30pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
April 30, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 8:20pm.

Board Members William Burzynski, President
Present: Fred Hauth, Vice President
Dave Hall, CFO
John A. Darroch, Secretary
Julie Thomas, Member at Large

Homeowners
Present: None

Approval of Meeting Minutes: No Minutes were read.

Financial Report: David Hall, CFO presented the financial report for the period ending March 31, 2009. As of that date our total current assets were \$95,970.09 with reserves accounting for \$75,695.90 of this total. Total Income for the month was \$10,416.30 with operating expenses totaling \$8,860.47 leaving a net profit for the month of \$663.78 after interest adjustments and the reserve payment. Over-budget operating expenses for the month included our continuing efforts to rehabilitate our landscaping.

In March we also paid \$3,270.00 out of reserves to re-sod the monument corners; that payment is why the reserve account balance is lower at the end of March than it was at the end of February.

The Aging Report from Lindsay showed one homeowner with outstanding account more than 60 days overdue (lot 31 – with what appear to be accumulated late fees). The board will follow up with this homeowner to ensure that the account is brought up to date. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Landscape Report: Fred Hauth, Vice President presented the April 2009 Landscape report. Fred reports that there are two trees located down below the BMP (Desiltation Basin) that need to be removed. Fred has suggested that we have them removed with our annual tree trimming.

There is a large tree on the corner of Pannonia and Coastline that is getting too large for the corner. Fred will add this to the list of trees to cut back when we do our annual trimming.

The Honeysuckle on Telescope was replanted, however a bush had grown in front of the sprinkler and was blocking the new plants from getting any water. The result has been that the Honeysuckle died again. Fred has now had the bush cut back and the sprinkler is no longer blocked. The bank will again be replanted with Honeysuckle.

Architectural Report: Julie Thomas, Member at Large reports there are no new architectural improvements to discuss.

Old Business: The Board has contacted the homeowner in Lot #35 regarding their front yard landscaping. The homeowner has assured the board that they are working on the finishing the front yard and that it will be completed no later than September, 2009.

New Business: No new business at this time.

Next Meeting: The next meeting will be held on Monday June 29, 7:00 pm, at the Darroch residence, 4325 Skyline Rd.

Fred made a motion to adjourn the meeting. Julie seconded the motion. Vote: 4-0 in favor of the motion.

The meeting was adjourned at 9:12pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
June 29, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 7:05pm.

Board Members William Burzynski, President
Present: Fred Hauth, Vice President
Dave Hall, CFO
John A. Darroch, Secretary
Julie Thomas, Member at Large

Homeowners
Present: Richard Duffy

Approval of Meeting Minutes: Bill read the meeting minutes from the April 30, 2009 board meeting. Fred made a motion to accept the minutes as read. Dave seconded the motion, Vote: 4-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending April 30, 2009. As of that date our total current assets were \$97,182.88 with reserves accounting for \$76,555.63 of this total. Total income for the month was \$10,393.70 with operating expenses totaling \$8,406.47 leaving a net profit for the month of \$1,127.78 after interest adjustments and the reserve payment. Unusual operating expenses for the month included higher than budgeted efforts to rehabilitate our landscaping.

We received a quote from our insurance agent, Marrs Maddox & Co for the coming plan year (starting May 13th). The quote was for \$2,950, which is the same as last year, and the board approved continuing that insurance policy. The insurance cost is pro-rated over the year in our budget and expenses.

We also received a quote from Lindsay Management for their services in the coming fiscal year (starting July 1st). They have requested an increase to \$560.00 per month, from the current \$499.80 per month we have been paying for the last three years.

The board reviewed the draft budget for the 2009-2010 fiscal year, and the budget was approved after some revision. Based on the inputs from homeowners at the Town Hall meetings held over the last three months, the operating budget for the coming FY contains an increase in funds allocated to landscaping improvements of approximately \$11,000 per year; this increase will fund improvements to the slope areas and other common areas within our HOA. Because of this increased focus on landscape improvements, the HOA dues will increase by \$6.50 per month per homeowner to \$80.00 per month starting on July 1, 2009.

The Aging Report from Lindsay showed one homeowner with outstanding accounts more than 60 days overdue (lot 31). The board will follow up with this homeowner to ensure that the account is brought up to date. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

David Hall, CFO presented the financial report for the period ending May 31, 2009. As of that date our total current assets were \$97,768.57 with reserves accounting for \$77,375.73 of this total. Total income for the month was \$10,154.75 with operating expenses totaling \$8,047.06 leaving a net profit for the month of \$1,287.19 after interest adjustments and the reserve payment. Unusual operating expenses for the month included a higher water bill than in the preceding months.

We were charged \$200.00 by Lindsay for a half-year of storage for our past records; during May we retrieved the old records, arranged to shred 9 bankers boxes of old financial records (out of a total of 15 boxes), and reduced the remaining records to four bankers boxes which are being stored at no charge by our board secretary, John Darroch. From here on out there should be no charge to the HOA for storing our old records.

This month was the first month for our new landscape contractor: we are saving approximately \$550.00 per month compared to the budgeted amount for the current fiscal year.

The Aging Report from Lindsay showed four homeowners with outstanding accounts more than 60 days overdue (lots 5, 14, 31 and 49). The board will follow up with these homeowners to ensure that the accounts are brought up to date. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Landscape Report: Fred Hauth, Vice President presented the May & June 2009 Landscape report. Fred reports that our new landscapers have been busy planting Trailing Lantana on the corners of Pannonia and Sunnyhill along with the North end of Pannonia and Coastline. Fred started with 42 Lantana's in Lavender for \$10.50 each delivered. Fred also reports that John Darroch donated all his red apple, which has been used to plug various areas around the property at no additional charge to the association. We used some on Sunnyhill and some around the walk way. Fred will be planting 10 more Lantana's on the walkway also.

Fred reports the grass at the park is looking much better and says that he will remove the fence, so the park will be open again. Thanks very much for staying off the grass while we were trying to make it look better.

Fred reports that he found a chair and sleeping bag near the park in the bushes. Fred has contacted the homeowner whose property the items are on so that they can be removed.

Fred reports that despite the water rates going up considerably the associations' water bill has actually been going down due to our more efficient watering. We now have our new controllers programmed properly to water at the right times.

There is a section of the walkway that has been slowly moving up creating an uneven part in the sidewalk near the North West end of the dog walk. Fred is going to have this ground down so that it does not cause a problem with someone tripping over it in the dark. The cost to grind this section down is \$400.

Our landscaper has removed some of the dead branches and Myoporum on the corner of Horizon and Hillside. This has now exposed old growth lumber which is an eyesore. Fred has suggested that we continue to remove this old growth and replant the hillside with Lantana. The board agrees and so the old growth will be removed and replanted.

Dave and Fred are going to schedule time to ride around the property to make a list of the worst areas in our landscaping. The list will then be used to get these areas fixed first.

Architectural Report: Julie Thomas, Member at Large reports there is one new architectural improvement to discuss. The homeowner in lot 120 would like to put in a small pool. The pool will be enclosed with a glass fence to match existing fences in the neighborhood. There are no vertical elements to this plan besides the new glass fence. The board voted to approve the plans based on the homeowner obtaining the proper city permits. Fred made a motion to accept the plans as presented, Dave seconded the motion. Vote 4-0 in favor of the motion.

Old Business: A letter was sent to the homeowner in Lot 35 regarding the long time that it has been taking them to re-landscape their front yard. The resident wrote a letter back to the board stating that the work would be completed by Mid September 2009 and that it was taking so long because proper PH balance had to be obtained in the soil because of the especially sensitive plants they were going to use. The board asks our neighbors to have a little patience as this project finishes.

A letter will be sent out to the homeowner in Lot 43 regarding their Christmas lights that are still hanging on their house and the missing wood panels on the garage door that have no paint.

New Business: No new business at this time.

Next Meeting: The next meeting will be held on Monday July 30, 2009, 7:00 pm, at the Thomas residence, located at 4751 Sunburst Rd.

John made a motion to adjourn the meeting. Fred seconded the motion. Vote: 4-0 in favor of the motion.

The meeting was adjourned at 8:59pm

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
July 27, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

Vice President Fred Hauth called the meeting to order at: 7:00pm.

Board Members

Present: Fred Hauth, Vice President
Dave Hall, CFO
John A. Darroch, Secretary
Julie Thomas, Member at Large

Homeowners

Present: Bill Wearsch, Don Winslow, John O'Brien, Richard Duffy

Approval of Meeting Minutes: Dave made a motion to accept the minutes from the June 29, 2009 board meeting with one minor change. Julie seconded the motion, Vote: 4-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending June 30, 2009. As of that date our total current assets were \$102,402.94 with reserves accounting for \$78,210.15 of this total. Total income for the month was \$10,488.27 with operating expenses totaling \$10,421.90 leaving a net loss for the month of \$767.65 after interest adjustments and the reserve payment. Unusual operating expenses for the month included printing and mailing new FY information and coupon books to homeowners prior to July 1st, and replacing two of the light fixtures on the monuments.

The Aging Report from Lindsay showed two homeowners with accounts outstanding for more than 90 days (lot 5 for \$300.50 and lot 49 for \$275.00). Lindsay filed notices of default with these homeowners on June 29, 2009. Two other homeowners have outstanding accounts between 60 and 90 days overdue (lots 14 and 31). As of July 27, 2009 all homeowners have paid their dues in arrears.

Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Landscape Report: Fred Hauth, Vice President presented the July 2009 Landscape report. The electric meter located at 4311 Horizon was shut off by SDG&E a week ago due to the fact it was deemed unsafe and could electrocute someone if they fell on it. The association is responsible for repair of the box so Fred immediately got to work. He has obtained the necessary permits from the city to replace the box. He has contacted 3 electricians and obtained bids from all. Fred has decided to go with Rowan Electric to install a new box and add more concrete to the foundation. This will be repaired in the next week. There are 5 other boxes around our neighborhood, all of which are deteriorating. This could continue to happen as the other boxes rot as well. Our new box is made of Stainless Steel and so it should last much longer.

Fred has also been busy planting more trailing Lantana. We have now planted another 100+ x 5 gallon plants around various bare areas. We will now stop planting for a few months while the gardeners catch up on the weeds that are starting to grow tall again. Once the weeds are pulled we will go back to planting more in bare areas.

Fred is suggesting that we need to have 2 workers on our property all year round in order to do new plantings and stay on top of the weeds. The board will consider this additional cost and weigh up the benefit.

Architectural Report: Julie Thomas, Member at Large reports there are two new architectural improvements to discuss. The homeowner in Lot 118 would like to paint their house. The board has agreed to the Frazee color Fossil Dust for the outside walls and trim.

The homeowner in lot 120 would like to build a small pool and a fence around it. They will raise the height of their existing side fence by 8" all the way to the end, which change was signed off by the affected neighbors. They will also add 30" high glass panels on top of an existing 30" rear fence to provide adequate protection for the pool. There are no new vertical elements in the pool area besides the fences. The board has approved the fences and pool providing all city permits are obtained and signed off.

Old Business: The homeowner in Lot 35 continues to work on their front yard improvements. They are on schedule to complete the project by mid September.

New Business: Bill Wearsch – says he has many problems with rabbits and squirrels. He is suggesting that this is a large problem that is taking over our community one house at a time. The board has agreed that if the rodents are undermining our banks they should be looked at. The board has agreed to look into the problem to see what the cost would be to eradicate the squirrels from the banks and hillsides. Bill has been fighting squirrels for some time and feels the problem is getting worse.

John O'Brien commend the board and Fred for landscaping efforts over the past few months. He would like to see a monthly Minutes letter go around to all houses again instead of just our website. John would also like the website to be kept more up to date and make it easier for information to be found, i.e. add next meeting date to home page. John and Don would like to see the minutes posted on the bulletin board near the BMP again.

Next Meeting: The next meeting will be held on Monday, September 28, 2009, 7:00 pm, at the Hall residence, located at 4285 Sunnyhill Dr.

John made a motion to adjourn the meeting. Julie seconded the motion. Vote: 4-0 in favor of the motion.

The meeting was adjourned at 8:21pm

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
September 30, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President Bill Burzynski called the meeting to order at: 7:08pm.

Board Members Present: Bill Burzynski, President
Fred Hauth, Vice President
Dave Hall, CFO
John A. Darroch, Secretary
Julie Thomas, Member at Large

Homeowners Present: Stephanie O'Brien

Approval of Meeting Minutes: John read the minutes from the July 27, 2009 board meeting. Dave made a motion to accept the minutes from the July 27, 2009 board meeting with no changes. Fred seconded the motion. Vote: 4-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending July 31, 2009. As of that date our total current assets were \$107,303.30 with reserves accounting for \$78,219.59 of this total. Total income for the month was \$11,079.44 with operating expenses totaling \$10,084.58 leaving a net profit for the month of \$985.42 after interest adjustments and the reserve payment. There were no unplanned or unusual operating expenses for the month.

The Aging Report from Lindsay showed two homeowners with accounts outstanding for more than 90 days (lot 14 for \$20.00 and lot 31 for \$41.60). The two homeowners who were in default at the end of June have both brought their accounts up to date.

David Hall also presented the financial report for the period ending August 31, 2009. As of that date our total current assets were \$106,923.26 with reserves accounting for \$75,838.15 of this total. Total income for the month was \$11,201.08 with operating expenses totaling \$7,846.12 leaving a net profit for the month of \$3,354.96 after interest adjustments and the reserve payment. There were no unplanned or unusual operating expenses for the month. We paid \$2,139.00 out of reserves in August for replacement of the lighting box that needed emergency repairs.

The Aging Report from Lindsay showed seven homeowners with accounts outstanding for more than 90 days (lots 14, 17, 31, 49, 62, 131, and 140). All of these amounts appear to be accumulated late fees of \$50.00 or less. The board will contact these homeowners to see that the accounts are brought up to date with Lindsay Management. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Sonnenberg and Associates have issued a draft audit and have suggested that the board raise the general liability policy to the national norm for associations of our size. Currently the board carries a \$2 million policy covering each member. Sonnenberg has suggested that the norm for associations of our size is \$3 million, and in fact that amount is now required under California Civil Code Section 1365.7 and 1365.9 for associations with more than 100 units (our HOA has 140 units). The board will contact our insurance company to raise the liability insurance limits as suggested by Sonnenberg.

Sonnenberg has also suggested that the board put in place a formal investment policy. Currently the board does not have a written investment policy in place. Bill will draft a letter to formalize our investment policy and present it to the next board meeting for approval.

Landscape Report: Fred Hauth, Vice President presented the September 2009 Landscape report. Fred reports that we have now planted 330+ trailing Lantana around our community and now added bark for a more pleasing look while we wait for the Lantana to fill in the bare spots. The next step is to focus on planting larger plants and shrubs. Fred has suggested Birds of Paradise or Bougainvillea. The board recommends working in areas on Hillside, Horizon and Sunnyhill to start. A meeting was scheduled for Monday October 5, 2009 to drive around the property and designate specific areas within these streets to start.

Fred reports the park lawn has been aerated, roto-tilled and reseeded. We are now going to spray a special spray that is supposed to help keep the rabbits away. Hopefully we will be able to save the lawn again.

Fred suggests that 2 workers might not be necessary to have all year since Romero can help out by working extra hours, charged by the hour. Fred and Romero are going to drive around testing all sprinkler heads and looking to fix and replace them as necessary. It was decided they would focus on the areas that will be replanted soon. We will make sure the water works well before planting more plants.

A flyer has been circulated the weekend of October 3, 2009. This flyer announces that Sunset Tree will be in charge of our tree trimming his year. They have offered discounts to homeowners that want their own trees trimmed while they are in the area. Thanks to Fred, Sunset Tree has agreed to trim all of our trees including the Palm trees for just over \$5,000: this is a \$4,500 savings from our budget! Thanks Fred, for the awesome job hunting down a great deal!

Architectural Report: Julie Thomas, Member at Large reports the homeowner in Lot 57 would like to add a pool and in-ground spa to their backyard along with solar electricity. The board has reviewed the plans presented by the homeowner and can see no problems with them. There are no vertical elements that will affect the homeowners on each side of the residence. Fred made a motion to accept the plans as presented, providing all city codes are followed and the plans are signed off by the city inspector. John seconded the motion. Vote: 4-0 in favor of the motion.

Old Business: The homeowner in Lot 35 has finished the work to their front yard.

New Business: No new business at this time.

Stephanie O'Brien commended the board and Fred for landscaping efforts over the past few months. She would like to see a monthly Minutes letter go around to all houses again instead of just our website.

Next Meeting: The next meeting will be held on Monday, October 26, 2009, 7:00 pm, at the Burzynski residence, located at 4660 Sunburst.

Fred made a motion to adjourn the meeting. Dave seconded the motion. Vote: 4-0 in favor of the motion.

The meeting was adjourned at 8:33pm

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
October 26, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President Bill Burzynski called the meeting to order at: 7:02 pm.

Board Members Present: Bill Burzynski, President
Fred Hauth, Vice President
Dave Hall, CFO
John A. Darroch, Secretary
Julie Thomas, Member at Large

Homeowners Present: Tim Cox

Approval of Meeting Minutes: John read the minutes from the September 30, 2009 board meeting. Fred made a motion to accept the minutes from the September 30, 2009 board meeting with no changes. Dave seconded the motion. Vote: 4-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending September 30, 2009. As of that date our total assets were \$105,639.11 with reserves accounting for \$77,803.44 of this total. Total income for the month was \$11,309.66 with operating expenses totaling \$12,060.31 leaving a net loss for the month of \$1,682.92 after interest adjustments and the reserve payment. Expenses for the month included \$1,300 for the annual financial review by our independent CPA, Sonnenberg & Company, and approximately \$2,100 for our ongoing landscape improvement project. There were no unplanned or unusual operating expenses for the month.

The board has received a quotation from Marrs, Maddock & Associates for increasing our HOA liability policy to cover the California State required minimum of \$3 million. The quotation was approximately \$1500 more for the policy increase. It was thought that this price was high and therefore required checking into more. Dave will contact other insurance agents to check the rates and report back to the board.

The Aging Report from Lindsay showed four homeowners with accounts outstanding for more than 90 days (lot 14 for \$16.00, lot 17 for \$5.50, lot 31 for \$41.50 and lot 131 for \$50.00). The board will contact these homeowners to see that the accounts are brought up to date with Lindsay Management. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Landscape Report: Fred Hauth, Vice President presented the October 2009 Landscape report. Fred reports that he performed a very thorough sprinkler system audit on October 26, 2009. After only completing one station, due to technical difficulties, Fred found so many problems that a complete list of repairs needed was started. After fixing their technical problems Western Garden was able to check another 3 stations, but there are more that need checking. A list of suggested repairs and changes to each station will be submitted by Western Garden and repair at no labor cost to the association. We will only be paying for the parts used to make the repairs.

The first phase of our landscaping improvements was approved by the board this past week. Project #1 of this first phase has been started on Hillside between Skyline and Sunnyhill. The aging Lampranthus has been removed along the top of the hillside to make way for new Lantana. After taking away the dead and woody Lampranthus other additional maintenance issues have been uncovered. Fred will bring these issues to the attention of the appropriate homeowners and seek resolution.

The tree trimming was started on October 21, 2009 and should be completed by October 28, 2009. So far Sunset Tree has done a great job trimming all the trees.

The board discussed trimming vs. removing some of the Plumbago's located on various hillsides around our HOA property. These plants have been allowed to grow unusually large and then are trimmed, cutting off all the color each time. It was decided that these bushes, rather than being trimmed every month would be left to grow naturally to see if they look nicer. The board will keep a close watch on the growth of the Plumbago's and make any necessary changes should they be necessary.

Architectural Report: Julie Thomas, Member at Large reports the homeowner in #77 would like to install a new front entry door. The door is a solid Cherry door with stain-glass panels. The board would like to thank the homeowner for making such a nice improvement to their home. Fred made a motion to accept the request to change the front door as presented in the plans. Julie seconded the motion. Vote: 4-0 in favor of the motion.

The homeowner in Lot #118 would like to remove an existing patio and replace the concrete with pavers and add a wood patio structure. They would also like to replace their existing driveway with pavers. The patio structure is not going to exceed 10 feet, is wooden and will be painted to match the color of the house. Both neighbors have signed off on the plans. Fred made a motion to accept the request to change the front door as presented in the plans. Dave seconded the motion. Vote: 4-0 in favor of the motion.

Old Business: No old business at this time.

New Business: No new business at this time.

Next Meeting: The next meeting will be held on Thursday, November 19, 2009, 7:00 pm, at the Hauth residence, located at 4640 Sunburst.

John made a motion to adjourn the meeting. Dave seconded the motion. Vote: 4-0 in favor of the motion.

The meeting was adjourned at 9:15pm

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
November 19, 2009
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President Bill Burzynski called the meeting to order at: 7:02 pm.

Board Members Present: Bill Burzynski, President
Fred Hauth, Vice President
John A. Darroch, Secretary

Homeowners Present: None

Approval of Meeting Minutes: John read the minutes from the October 26, 2009 board meeting. Fred made a motion to accept the minutes from the October 26, 2009 board meeting with no changes. Bill seconded the motion. Vote: 3-0 in favor of the motion.

Financial Report: Bill read the financial report for the period ending October 31, 2009 that was prepared by David Hall, CFO. As of that date our total assets were \$106,924.43 with reserves accounting for \$78,647.43 of this total. Total income for the month was \$11,200.80 with operating expenses totaling \$10,119.98 leaving a net profit for the month of \$236.83 after interest adjustments and the reserve payment. The water bill was approximately \$1,400 over budget for the month due to the recent rate increases and the efforts by our landscaper to repair many of our slope areas. There were no unplanned or unusual operating expenses for the month.

The Aging Report from Lindsay showed four homeowners with accounts outstanding for more than 120 days (lot 14 for \$16.00, lot 17 for \$5.50, lot 31 for \$41.50 and lot 131 for \$50.00). The board will contact these homeowners to see that the accounts are brought up to date with Lindsay Management. Once again we would like to encourage all homeowners to consider the automatic payment plan offered by Lindsay Management Co. for payment of HOA dues; having your dues automatically paid every month avoids the need to remember to mail in the payment and keeps everyone current.

Landscape Report: Fred Hauth, Vice President presented the November 2009 Landscape report. Fred reports that the wood chips are being added to the banks again. Western Garden has already added wood chips along Horizon and will continue to add more around the newly planted Lantana. This helps to keep the moisture in and keep the appearance while the Lantana grows.

Our water bill this month was \$3.00 higher than last month even though our total usage was down by 1 unit. Please make sure you call Fred if you notice any problems with sprinklers or over watering.

Western Garden is going to be starting Phase II of our hillside rehabilitation project. This will entail plantings on Sunnyhill and Horizon. All Lampranthus that is over 18" high is being removed and replaced with Trailing Lantana. We have also thinned and removed some of the Tea tress along Horizon. The Plumbago's in certain areas are getting very large. The board has decided to wait and let the Plumbago's grow naturally for the next few months and see how they look. If they still look too large and woody then we will cut them down small and let them grow again.

The herbicide that we have been spraying on the grass at Kendra's Park is working. The rabbits are not invading the grass nearly as badly as they have been in the past and the grass is now growing well as a result. In fact, we have actually mowed the grass for the first time in nearly 9 months.

Phase III of our hillside rehabilitation project is going to start in January 2010. The board is now deciding on the next three areas to plant. At this time the board is considering the slopes on the corner of Coastline and Horizon, Telescope and Skyline and Hillside towards Sunnyhill.

Architectural Report: There were no new Architectural projects to report this month.

Old Business: No old business at this time.

New Business: The board has just released a new Newsletter for distribution. This should be delivered by Thanksgiving. It is the intention of the board to have another newsletter printed and distributed before the end of December 2009.

The current board has indicated that all members will be running for re-election. However, we would like to encourage any other homeowners interested in running for a position on the board to contact John Darroch, Secretary as soon as possible. All homeowners are encouraged to take an active role in our community by serving on the board.

Next Meeting: The next meeting will be our annual meeting held on Tuesday, January 26, 2010, 6:30 pm, at the Kelly Elementary School, located at 4885 Kelly Dr.

John made a motion to adjourn the meeting. Fred seconded the motion. Vote: 3-0 in favor of the motion.

The meeting was adjourned at 8:29pm

Respectfully submitted,
John A. Darroch, Secretary