

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
March 3, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**

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

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

Homeowners Present: Jeff Keirns, Greg Vasiliff

Approval of Meeting Minutes: John read the minutes from the November 19, 2010 board meeting. Fred made a motion to accept the minutes as read. Dave 2nd the motion, vote: 4-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending January 31, 2010. As of that date our total assets were \$94,621.80 with reserves accounting for \$81,192.39 of this total. Total income for the month was \$11,064.19 with operating expenses totaling \$10,861.36 leaving a net loss for the month of \$649.61 after interest adjustments and the reserve payment. The water bill was approximately \$3,000 over budget for the month (November usage) due to the recent unexpected rate increases. If this trend continues we will be over budget at the end of the year by several thousand dollars.

The Aging Report from Lindsay showed one homeowner with account outstanding for more than 120 days (lot 31 for \$41.60). The board will contact these homeowners to see that the accounts are brought up to date with Lindsay Management. Once again we would like thank all homeowners for keeping their accounts up to date, and we encourage everyone 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 2010 Landscape report. Fred introduced Greg Vasiliff, President of Western Gardens, our landscape company.

Greg reports that Western Gardens have added fertilizer 3 times over the past few months. They have also added pre-emergent weed killer to try and keep the weeds down as much as possible. As a result the banks are looking nice and green. However the weeds are still a big problem. Greg is providing an extra worker as much as he can free of charge to the association to try and stay on top of the weeds. As part of our landscape contract we do not have an extra worker start until May. Greg offered to bring in an extra man for a reduced rate of \$20/hour for one month, until our contract includes the extra worker. Fred made a motion to bring in the extra worker for a total cost of \$3200 for the month of April. John seconded the motion, Vote: 4-0 in favor of the motion.

Greg recommends planting the various bare area's around the property before starting the next phase of our landscape revitalization project. The board went over their preferences for the planting patterns for the landscaper to follow so that when the next phase is started the plantings will all be uniform. The board would like to plant Lantana at the tops of the slopes, Pink Rosea in the middle and yellow Gazanias near the bottom. Most of our plants and shrubs are 22 years old now and as such are old and dying. The board will replace all plant materials that are removed. The board has asked Greg to provide a written estimate for repairing and replanting the various identified bare areas. Greg thinks that this work will cost approximately \$1500.

Greg has suggested that we will spend all of March and April weeding the property very well. Then in May and June we will start replanting the bare areas. In July we will decide on where to start our next phase of planting.

After discussing the various recommendations by Western Garden the board made a decision to follow Greg's advice regarding the various bare areas. Fred made a motion to spend up to \$2,000 repairing and replanting the various identified bare areas. Dave seconded the motion, Vote: 4-0 in favor of the motion.

Fred thanked Greg for his time to give the board an undated report on the landscaping and his suggestions for moving forward.

The hills in our neighborhood are taking their toll on the golf cart and the motor has started to show signs of failure. Fred has obtained a quotation from our golf cart repair technician to replace the motor for \$375 installed. John made a motion to replace the motor as quoted for \$375. Dave seconded the motion, Vote: 4-0 in favor of the motion.

It has been brought to the boards attention that the homeowner in lot #98 has seriously neglected their yard for a prolonged period of time. It is the boards intention to send this homeowner written notification of the violation and request that it be immediately rectified.

In review of the landscape budget for the landscape revitalization we find we are under budget. Our budget allowed for a total of \$9,000 to be spent for the first 2 phases of the project. So far after the completion of phase 2 we have spent \$8214.

Architectural Report: Julie Thomas, Member at Large reports that there are no new architectural projects for review at this time.

Old Business: No old business at this time.

New Business: The homeowners in lot #25 thanked the board for their hard work and the landscaping efforts being made on Telescope. He also noted that over the years a number of bushes have been removed when they died, but they were never replaced. As a result there are now various bare areas that need to have something planted there. The board told the homeowner that Fred would look into this problem and report back to the board with an amicable resolution with the homeowner.

Next Meeting: The next meeting will be held on Thursday March 25, 2009, 7:00 pm, at the Thomas residence, 4751 Sunburst Rd.

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

The meeting was adjourned at 9:13pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
March 30, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

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

Board Members William Burzynski, President
Present: David Hall, CFO
Julie Thomas, Member at large
John A. Darroch, Secretary

Homeowners
Present: Jim Luciani, Greg Vasiliff

Approval of Meeting Minutes: John read the minutes from the February 26, 2010 board meeting. Dave made a motion to accept the minutes as read. Julie 2nd 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, 2010. As of that date our total assets were \$95,688.42 with reserves accounting for \$82,035.76 of this total. Total income for the month was \$11,232.17 with operating expenses totaling \$8,725.49 leaving a net profit for the month of \$1,663.31 after interest adjustments and the reserve payment. The water bill was still approximately \$250 over budget for the month (December usage), but we are seeing the high water usage trend reverse with the winter rains. Our total water bill for the 1 July 2009 – 30 June 2010 fiscal year is currently hovering around \$11,000 over budget (due both to increased usage and much higher water rates over last year), which resulted in our total operating expenses being \$5,700 over budget at the end of the month. There were no unplanned or other unusual operating expenses for the month.

The Aging Report from Lindsay showed two homeowners with accounts outstanding for more than 90 days (lot 31 for \$41.60 over 120 days and lot 15 for \$270 total balance due). Note: The outstanding balance for lot 15 was resolved prior to the board meeting, and the owner of lot 31 was present at the board meeting and will contact Lindsay Management to resolve that issue, since they have signed up for the automatic payment plan and there should be no outstanding balance on their account. Once again we would like thank all homeowners for keeping their accounts up to date, and we encourage everyone 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 was not present due to knee replacement surgery so there was no the March 2010 Landscape report given. However, Greg Vasiliff, President of Western Garden was present to go over our slope enhancement project and update us on the overall status of the landscaping in general.

Greg explained that Fred had added many more bare areas that were not originally discussed for the approximate price of \$1500. Therefore the quotation of \$10,000 was for way more work than we had budgeted for. The board agreed with Greg to cut the areas down to few big problems so that we can keep within our budget of \$2000.00. Greg will revise the quote per the board's request. The board reiterated to Greg that Phase 3 was now the replanting of the bare areas, which will begin in June and finish by the end of the month. Phase 4 would be the next step in revitalizing the banks, starting perhaps with Hillside Dr. as it is the most visible by everyone in the neighborhood. Phase 4 will start around July 15 and will take a couple of weeks. Greg said he would also scale down the size of Phase 4 to keep within our budget. New proposals will be submitted for approval.

Greg also explained why our water bills were going up so much. We actually under-watered considerably in 2008, mostly due to our old landscape contractor that was not skilled in using the sensor based irrigation controls we have installed. Since bringing in Western Garden we have successfully reprogrammed all the control boxes properly so they will water as they are intended. This is partially why our landscaping was starting to look much better last year. We were watering as we should have been instead of overwatering. Then in September we were hit with the large water increase and that has pushed our costs way over budget. We have been saved by the rain for the past few months, but with spring around the corner this will change. The board will be considering this when approving the budget for the fiscal year 2010/2011.

Architectural Report: Julie Thomas, Member at Large reports that there are no new architectural projects for review at this time.

Old Business: The homeowner in Lot #98 has not responded to the board's letter to clean up their landscaping. The board will prepare a 2nd notification to the homeowner and send it via certified mail. If the homeowner continues to ignore the letters from the board a fine can be imposed. The board urges the homeowner to take care of this problem before it results in fines.

New Business: Fred Hauth, Vice President just underwent knee replacement surgery. The board would like to wish Fred a speedy recovery and plans to spend \$50 to purchase Fred a get well gift. We hope you're hopping around soon!

Ever since Downey Savings was taken over by US Bank we have had numerous problems with customer service issues. Therefore the board has decided to look into moving our Reserve account from US Bank to another bank. The board will look into information from Mission Federal Credit Union and ING online banking. Dave Hall will present his findings at the next board meeting. Dave made a motion to move the CD's to another appropriate institution as they mature. Julie seconded the motion. Vote: 3-0 in favor of the motion.

Next Meeting: The next meeting will be held on Thursday April 29, 2009, 7:00 pm, at the Darroch residence, 4325 Skyline Rd.

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

The meeting was adjourned at 8:20pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
May 13, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**

President William Burzynski called the meeting to order at: 7:16pm.

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

**Homeowners
Present:**

Approval of Meeting Minutes: John read the minutes from the March 30, 2010 board meeting. John made a motion to accept the minutes with changes as indicated. Julie 2nd the motion. Vote: 4-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending March 31, 2010. As of that date our total assets were \$96,784.19 with reserves accounting for \$82,866.37 of this total. Total income for the month was \$11,232.42 with operating expenses totaling \$10,254.71 leaving a net profit for the month of \$132.10 after interest adjustments and the reserve payment. The water bill was approximately \$95.00 over budget for the month (January usage), but we are continuing to see lower water usage due to the winter rains. Our total water bill for the 1 July 2009 – 30 June 2010 fiscal year is still hovering around \$11,000 over budget (due both to increased usage and much higher water rates over last year); we are approximately \$6,800.00 over our total budget for the fiscal year. The board approved adding an extra landscape maintenance worker for the month of March at a cost of \$3,200.00 to help get a better handle on all of the weeds that had grown up due to the rains; this was a one-time cost as our landscape contract already includes an extra worker for half of the year starting in April. There were no unplanned or other unusual operating expenses for the month.

David Hall, CFO presented the financial report for the period ending April 30, 2010. As of that date our total assets were \$99,894.47 with reserves accounting for \$83,232.71 of this total. Total income for the month was \$11,192.52 with operating expenses totaling \$7,040.45 leaving a net profit for the month of \$3,306.36 after interest adjustments and the reserve payment. The water bill was approximately \$550 under budget for the month (February usage), and we are continuing to see lower water usage due to the winter rains. Our total water bill for the 1 July 2009 – 30 June 2010 fiscal year is still hovering around \$10,500 over budget (due both to increased usage and much higher water rates over last year); we are approximately \$4,700.00 over our total budget for the fiscal year. There were no unplanned or other unusual operating expenses for the month.

Dave looked into moving the Reserve funds from US Bank to Mission Federal. The board will review this at the next meeting to decide if this is the best move for the association. The initial plan would be to move each CD as it matures over to Mission Federal. We would keep the maximum amount in each CD to \$10,000 so that we can ladder them and access the money if we need it for an emergency.

The Aging Report from Lindsay showed no homeowners with accounts outstanding for more than 30 days. Once again we would like to thank all homeowners for keeping their accounts up to date, and we encourage everyone 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 2010 Landscape report. Fred reports that there are still a few electric control boxes that need to be replaced at a cost of \$1,000 for parts, plus labor. The next box to go will be on Sunnyhill. Fred recommends replacing this box before it poses a liability issue.

Western Gardens have submitted a revised quote for phase 3 of the slope enhancement project. The revised quote was for \$2400, which included the work of our bare area's still left. The board has agreed that no further progress will be made on the slope enhancement project until all the weeds have been caught up and the property looks ok.

Phase 4 of the slope enhancement project is to replant our aging shrubs and ground cover with new plants. The board has decided to make the bank on Sunnyhill behind lots 51 and 52 the place to start phase 4. The board is now awaiting a revised quote from Western Gardens for this part of the project.

Architectural Report: Julie Thomas, Member at Large reports that the homeowner in lot 99 would like to replace their wooden fence with a stucco brick wall. The homeowner says the wall will be painted to match the existing color of the current pilasters. Fred motioned to allow the replacement of the wooden fence with a stucco brick wall as long as the existing heights and location are kept and that the colors match the rest of the neighborhood fences. Dave 2nd the motion. Vote 4-0 in favor of the motion.

Old Business: The homeowners in Lot #98 and 24 have not responded to the board's 2nd letter asking them to clean up their landscaping. The board has now decided to fine the homeowners in lot 98 and lot 24 according to the CC&R's for not keeping their landscaping nice. The board urges these homeowners to clean up their properties and keep them to the standards our community demands.

New Business: No New Business at this time.

Next Meeting: The next meeting will be held on June 1, 2010, 7:00 pm, at the Hauth residence, 4640 Sunburst Rd.

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 8:22pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
June 1, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 7:11pm.

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

Homeowners Present: Richard Duffy

Approval of Meeting Minutes: John read the minutes from the May 13, 2010 board meeting. John made a motion to accept the minutes as read. Julie seconded the motion. Vote: 4-0 in favor of the motion.

Financial Report: There was no financial report discussed at this meeting. The May Finances will be discussed at the June 29, 2010 board meeting.

Landscape Report: Fred Hauth, Vice President presented the May 2010 Landscape report. Fred reports that Western Garden has been working on catching up with the weeds along Toby's trail. They should be done sometime in the first week of June, but still have a lot more work to do. Western Garden has replaced a worker that was lazy and in addition has also added a 3rd worker at their expense to try and get on top of the weeds. The board is pushing Western Garden to have not only the weeding done, but also to do the planting required in June for Phase 3 of the slope enhancement project. The board will also be getting additional outside bids for Phase 3. No further planting will be done until the weeds are gone.

Architectural Report: Julie Thomas, Member at Large reports that there are no new applications for architectural improvements this month.

Old Business: Dave, John, Julie and Fred went to Mission Federal to open a CD account for our first CD and found out that each board member not only has to have a check verification done on their personal accounts, but also a full credit report ran. It was decided by these members to discuss this at the next meeting. After discussing this with the other board members it was agreed that Bill would check out ING and Bank of the Internet to see if they have comparable rates as an option. None of the board members are willing to have an inquiry put on their credit report for this.

The homeowners in Lot #98 and 24 have not responded to the 2 letters sent by the board. Therefore the board will now be mailing these homeowners a notice of infraction with a date for a hearing to be set to discuss this. If the homeowners wish to contest any possible legal action they need to come to this hearing. If they fail to come they will be in default and subject to a lien on their property by Lindsay Management. Letters will be sent out to the individual homeowners notifying them of the date for the hearing.

New Business: The reserve study was reviewed and possible changes indicated to make the study reflect a more realistic replacement and repair of the associations assets. After suggesting some major changes to the study a realistic budget was constructed. This budget will keep the HOA dues at the same rate for the next year. Fred made a motion to accept the budget with the appropriate revisions. John seconded the motion. Vote: 4-0 in favor of the motion.

Next Meeting: The next meeting will be held on June 29, 2010, 7:00 pm, at the Hall residence, 4285 Sunnyhill Dr.

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 9:07pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
July 8, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 7:04pm.

Board Members William Burzynski, President

Present: David Hall, CFO
Fred Hauth, Vice President
John A. Darroch, Secretary

Homeowners

Present: None

Approval of Meeting Minutes: John read the minutes from the June 1, 2010 board meeting. Fred made a motion to accept the minutes as read. Dave seconded the motion. Vote: 3-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending May 31, 2010. As of that date our total assets were \$99,663.82 with reserves accounting for \$84,016.97 of this total. Total income for the month was \$11,228.00 with operating expenses totaling \$9,277.65 leaving a net profit for the month of \$1,059.16 after interest adjustments and the reserve payment. The water bill was approximately \$1,900 over budget for the month (March usage), so we are past seeing the benefits from the winter rains. Our total water bill for the 1 July 2009 – 30 June 2010 fiscal year is around \$12,500 over budget with one more month to go (due both to increased usage and much higher water rates over last year); we are approximately \$4,200.00 over our total operating expense budget for the fiscal year. There were no unplanned or other unusual operating expenses for the month. The board approved the reserve Study and Budget at the last meeting and Lindsay has now mailed these along with the renewed certificate of insurance to all homeowners of record.

The Aging Report from Lindsay showed one homeowner with account outstanding for more than 30 days (lot 98). Once again we would like thank homeowners for keeping their accounts up to date, and we encourage everyone 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 June 2010 Landscape report. Fred reports that Western Garden has completed the weeding and has already started on plantings for phase 3 of the slope enhancement project. There are 3 workers working to plant the new plants and as of this meeting they have already planted Coastline and are starting on Horizon. Fred is observing the plantings to make sure they are done as we intended. All plants are planted using potting soil and fertilizer tablets for a total cost of \$2963.81.

Fred found some sprinkler heads this past week that were full (360) circle on the top of the slope in front of lot 27 on Telescope. These sprinklers are HOA sprinklers. Fred spoke to the homeowner who was unaware of the situation. The sprinklers have now been changed back to water the association plants and not the homeowners.

Architectural Report: Julie Thomas, Member at Large reports that the homeowner in lot #53 would like to remove an existing back yard wall and replace it with a smaller wall further down the back slope. The slope is very minor where concerned and the homeowner plans to build a small retaining wall to hold back the slope and gain approximately 15' of back yard space. The homeowner plans to continue an existing hedge along the slope to give privacy as well as adding 3 new fruit trees. The board discussed the plans and seeing no problems, Fred made a motion to accept the plans as submitted. Dave seconded the motion. Vote: 3-0 in favor of passing the plans.

Old Business: The board has not sent letters of violation to the two homeowners (lots 24 & 98) in violation of the CC&R's due to their landscaping situation. The board will send letters to these homeowners and request that they be present for a hearing on September 9, 2010. Failure to appear will result in legal action being taken by the board. We urge these homeowners to attend the September board meeting and special hearing.

The board has not yet looked into moving the Reserve CD's to ING or Bank of the Internet, but will before the next board meeting in September 2010.

New Business: There is no new business before the board at this time.

Next Meeting: The next meeting will be held on September 9, 2010, 7:00 pm, at the Burzynski residence, 4660 Sunburst Rd.

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

The meeting was adjourned at 8:00pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
September 16, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 7:45pm.

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

Homeowners Present: None

Approval of Meeting Minutes: John read the minutes from the July 8, 2010 board meeting. Fred made a motion to accept the minutes as read. Julie seconded the motion. Vote: 3-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report, via email for the period ending August 31, 2010. As of that date our total assets were \$102,324.65 with reserves accounting for \$85,551.92 of this total. Total income for July was \$11,353.58 with operating expenses totaling \$13,679.92 leaving a net loss for the month of \$2,334.86 after adjustments and reserves. Total income for August was \$11,107.95 with operating expenses totaling \$12,048.39 leaving a net loss for the month of \$1,609.99 after adjustments and reserves. The water bill so far in this new fiscal year is approximately \$1,190 over budget for the two months even with the greatly increased water budget over last fiscal year. There were no unplanned or other unusual operating expenses for the month of June.

The Aging Report from Lindsay showed one homeowner with a significant account outstanding for more than 120 days (lot 98 for \$575.00); Lindsay Management has sent a default notice to the homeowner, and we understand that the home may be in foreclosure. The board will stay in contact with Lindsay to ensure that the HOA dues are brought up to date once the financial dust settles.

Once again we would like thank homeowners for keeping their accounts up to date, and we encourage everyone 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 September 2010 Landscape report. Fred reports that all the palm trees have been trimmed all for only \$2240 vs. a budget of \$3,000. Great job Fred in shopping around for a great deal!

Fred reports that we had 7 broken lights on the Toby's trail. Fred has reported the broken lights to the Police Dept. The lights cost approximately \$58 each plus time for Fred to replace them. All the lights have now been repair or replaced. Fred also reports that the statue at Kendra's park was stolen last month. Fred has also made a police report for this. We would like to ask that all neighbors report any suspicious activity immediately to Carlsbad Police Department. If anyone has any leads or has seen anything related to the lights or the stolen statue, please call the Carlsbad Police to report it.

There are two trees that are on association property, just below the BMP that are not supposed to be there. They are getting rather large and Fred says we should remove them now while they are still relative small. The board has given the approval to Fred to remove the trees. Fred will get bids to find out how much this will cost.

Architectural Report: Julie Thomas, Member at Large reports that there are no new architectural submissions before the board at this time.

Old Business: The board has sent the homeowner in lot 24 a letter requesting a public hearing about their landscaping, however the meeting was changed and so a new letter will be sent to announce the new hearing date.

The board will follow up with Lindsay management regarding Lot 98 who are way behind in their HOA dues.

The board has looked into moving the Reserve CD's to ING. ING does offer an association account without the requirements of the Credit Unions. The board will discuss this further when Dave Hall is in attendance.

New Business: When looking at the recent financial review supplied by Sonnenberg, Fred noticed that there are several unused bank accounts that the association has. Each of these accounts is inactive and we are being charged \$5/ month. Dave will look into closing these accounts as necessary.

The financial review has also yielded several outstanding checks that have not cleared since June 30, 2010. The board will need to duplicate these checks and resend them or void them. The board decided to wait until the next meeting when Dave is present to decide what to do about each check.

Next Meeting: The next meeting will be held on October 19, 2010, 7:00 pm, at the Darroch residence, 4325 Skyline Rd.

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 9:18pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
October 19, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**

President William Burzynski called the meeting to order at: 7:45pm.

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

Homeowners
Present: None

Approval of Meeting Minutes: John read the minutes from the September 16, 2010 board meeting. John made a motion to accept the minutes with changes as indicated. 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 September 30, 2010. As of that date our total assets were \$97,613.52 with reserves accounting for \$85,919.33 of this total. Total income for the month was \$11,159.14 with operating expenses totaling \$14,543.27 leaving a net loss for the month of \$3,756.54 after adjustments and reserves. We paid \$2,590 for trimming the HOA palm trees in September (which was a great deal, thanks to Fred): that one-time expense made up the major part of the "loss" for the month. The water bill is approximately \$2,500 over budget after three months into the fiscal year. There were no unplanned or other unusual operating expenses for the month of June.

The Aging Report from Lindsay again showed one homeowner with a significant account outstanding for more than 120 days (lot 98 for \$665.00); Lindsay Management has filed a default notice to the homeowner, and we believe that the home is in foreclosure. The board will stay in contact with Lindsay to ensure that the HOA dues are brought up to date as part of the foreclosure process.

Once again we would like thank homeowners for keeping their accounts up to date, and we encourage everyone 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 2010 Landscape report. Fred reports that the water usage over the past few years has been going up despite our efforts to curtail our usage. This is so alarming that the board is going to request that our landscaper report to the board each month with the water usage and what is being done to reduce it.

The board also feels that the landscaper is not performing as he has indicated he would. The weeds are still growing at an alarming rate and there are bare spots in our hillsides that need to be patch and plugged. This will all be discussed at the next board meeting.

Architectural Report: Julie Thomas, Member at Large reports that there are no new architectural submissions before the board at this time.

Old Business: The board has sent the homeowner in lot 24 another letter requesting a public hearing about their landscaping.

The board is going to consult with Bob Kosse to see what legal action can be taken to help collecting the mounting HOA due's from the homeowner in lot 98. This homeowner now owes over \$575 in back HOA dues.

The board has looked into moving the Reserve CD's to ING. There is some paperwork that ING will require us to complete, but Bill has checked with Lindsay and they have told him that they would be able to complete the necessary paperwork for us to use ING for our reserve account. Bill will obtain the necessary paperwork and send it to Lindsay to complete in time for us to start transferring the CD's as they mature.

After discussing the inactive bank accounts that Fred has found it was decided that Dave would contact Lindsay and start closing these accounts.

Next Meeting: The next meeting will be held on November 16, 2010, 7:00 pm, at the Thomas residence, 4751 Sunburst Rd.

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 8:47pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
November 15, 2010
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**

President William Burzynski called the meeting to order at: 7:01pm.

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

Homeowners
Present: None

Approval of Meeting Minutes: John read the minutes from the October 19, 2010 board meeting. Fred made a motion to accept the minutes with one change as indicated. Julie seconded the motion. Vote: 3-0 in favor of the motion.

Financial Report: David Hall, CFO prepared a written presentation of the financial report for the period ending October 31, 2010. As of that date our total assets were \$97,776.91 with reserves accounting for \$86,255.74 of this total. Total income for the month was \$11,243.14 with operating expenses totaling \$10,280.25 leaving a net profit for the month of \$962.89 after adjustments and reserves. The water bill is approximately \$4,000 over budget after four months into the fiscal year. There were no unplanned or other unusual operating expenses for the month.

The Aging Report from Lindsay again showed one homeowner with a significant account outstanding for more than 120 days (lot 98 for \$755.00); Lindsay Management has filed a default notice to the homeowner, and the home is in foreclosure. The board will stay in contact with Lindsay regarding bringing the HOA dues up to date as part of the foreclosure process. Another account is outstanding for over 60 days (lot 86 for \$170.00); the board will contact this homeowner to bring the account up to date.

Once again we would like thank homeowners for keeping their accounts up to date, and we encourage everyone 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.

The HOA account shows an outstanding check for \$35.00 to the State of California dated 12/31/09 for a tax payment; we are investigating why that check has not yet been cashed by the state.

Landscape Report: Fred Hauth, Vice President presented the October 2010 Landscape report. Fred reports more vandalism on Toby's trail. More lights have been broken, another fence rail was found removed from the fence and the park bench was turned over. The board is contacting the city to see if we can ban skateboarding along Toby's trail as it is thought that it is skateboarders causing the problems on the trail. The board would also like to remind everyone to keep their eyes open and to immediately report any suspicious activity to the Carlsbad Police Department.

There is a lot of dirt building up in front of the main drain pipe that leads into the BMP (desiltation basin). This dirt needs to be removed to allow the water to flow properly. Fred suggests digging the dirt out and piling it up in a low spot in the basin. This will help to prevent the erosion under the pipe. Fred will obtain additional quotes and report back to the board. Fred estimates that there is about 3-4 yards of dirt that needs to be moved and compacted.

The water use is down for the month of October. We have had the sprinklers shut down for most of the month and this has resulted in a reduction in water costs by approximately \$1500. This will certainly help to keep this expense down.

Architectural Report: Julie Thomas, Member at Large reports that there are no new architectural submissions before the board at this time.

Old Business: No Old business to report on at this time.

New Business: It is time to re-elect the board members. The annual meeting is being arranged for January 27, 2011 at Kelly Elementary School. Please stay tuned for more updates and look for the proxy in the mail soon.

Next Meeting: The next meeting will be the annual meeting held on January 27, 2011, 6:00 pm, at Kelly Elementary School.

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

The meeting was adjourned at 8:33pm.

Respectfully submitted,
John A. Darroch, Secretary