

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
March 8, 2012
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**



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

Board Members Present: William Burzynski, President
David Hall, Chief Financial Office
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 November 17, 2011 board meeting. Fred made a motion to accept the minutes with the minor changes noted. 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 January 31, 2012. As of that date our total assets were \$109,548.05 with reserves accounting for \$75,671.11 of this total. Total income for the month was \$11,220.79 with operating expenses totaling \$7,536.73 leaving a net profit for the month of \$3,684.06 after adjustments and reserves. Our total water bill for the first 7 months of the fiscal year is approximately \$3,500 over budget (the total budget for the FY is \$36,000). Lindsay still shows two payments from reserves this fiscal year that should have been paid from operating funds: \$6,058.79 for Phase 3 of the slope enhancement project and \$5,670 for tree trimming. We are working with Lindsay to correct the line of accounting. There were no unplanned or other unusual operating expenses for the month.

The Aging Report from Lindsay showed two homeowners with an account outstanding for more than 60 days (lot 24 for \$190.00 and lot 31 for \$100.00). The board will contact these homeowners to have them bring their balances up to date. There are no accounts with significant past-due amounts.

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, keeps everyone current, and keeps away those irritating late fees.

Dave mentioned that Joy Simcic, our account manager at Lindsay Management, Inc. has retired. Joy has been very helpful over the years in keeping our financials in good order. The board thought it would be nice to buy Joy a small retirement gift. It was decided that Dave would get a gift certificate from Costco for a nice dinner.

Landscape Report: Fred Hauth Vice President and chairman of the landscape committee presented the landscape report for the month of January 2012. Fred reports that there are a number of broken sprinkler heads around the associate property. There are many on Skyline and it has become apparent as the Honey Suckle is all dying. Fred has asked our landscape company to do a complete check of the entire sprinkler system and report all broken or blocked heads.

We have started the next phase of the slope enhancement project on the corner of Skyline and Telescope. We will replant this corner in the next month or so, but we will first be adding additional soil and roto-tilling the soil. Fred will also make sure the sprinklers on this corner are working properly before new plants are added. The planting will consist of Lampranthus, Gazanias and Birds of Paradise.

Fred reports that we have a rather serious problem looming concerning Voles on our hillsides. They seem to be mostly on Coastline. They are undermining the hillsides and need to be controlled. Fred has contacted an exterminator to find out how we can control the problem. The exterminator has quoted us approximately \$1800 for a two week treatment of the infested areas. They say after this treatment the problem will be solved. The board has asked Fred to get one additional quotation from another company.

Architectural Report: Julie reports that the homeowners in lot 51 would like to build a new vinyl fence in their backyard. There is a fence already in place, however this fence is in need of repairs. The homeowner in Lot 51 would like to build the fence right next to the existing fence. The board is concerned about having two fences side by side. The two neighbors will not be able to properly maintain the inside walls of their respective fences. The homeowner in Lot 50 does not want to tear down the existing fence to prevent two fences. The board will further discuss this situation and look for an amicable resolve. However, the board is adamant that two fences together will look bad and not enhance the look of the neighborhood.

Julie reports that she has almost finished consulting with various painting contractors to finalize the additional new colors that the board will add to the approved color palette. Once approved all colors will be on file with Frazee Paints in Vista.

Old Business: No old business at this time.

New Business: No new business at this time.

Next Meeting: The next meeting will be on April 5, 2012 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 8:48pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
April 5, 2012
(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: William Burzynski, President
David Hall, Chief Financial Office
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 March 8, 2012 board meeting. Fred made a motion to accept the minutes with the minor changes noted. 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 February 29, 2012. As of that date our total assets were \$111,430.69 with reserves accounting for \$87,735.02 of this total. Total income for the month was \$11,191.79 with operating expenses totaling \$8,349.15 leaving a net profit for the month of \$2,507.52 after adjustments and reserves. Our total water bill for the first 8 months of the fiscal year is approximately \$3,700 over budget (the total budget for the FY is \$36,000). There were no unplanned or other unusual operating expenses for the month.

The Aging Report from Lindsay showed two homeowners with an account outstanding for more than 60 days (lot 24 for \$100.00 and lot 31 for \$190.00). The board is in contact with these homeowners to have them bring their balances up to date. There are no accounts with significant past-due amounts.

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, keeps everyone current, and keeps away those irritating late fees.

2012/2013 Budget review: It is now time again to start looking at our budget for the 2012-2013 fiscal year. We are looking at a number of increases this year, specifically in water usage. Our landscape contractor has recommended that we increase our budget this year for water. We will need to use more as this next year is expected to be a dry year and we are facing some more water increases later in the year. The board has decided to raise the budget of water from \$36K to \$45K. Dave has made some suggestions as to how we might gain a little of this back through changing the electricity, tree trimming (we only have the palms this year). Even with these savings the additional water consumption will make it necessary to raise dues this year. The necessary raise in dues is \$7.50 per household. This will generate an additional \$14,700 in annual income for the association expenses and will allow us to continue with the slope enhancement project. Julie made a motion to except the balance budget with the additional increase in dues of \$7.50 per household. The total dues per month, per household will change to \$87.50. Fred seconded the motion. Vote: 4-0 in favor of the motion.

Landscape Report: Fred Hauth Vice President and chairman of the landscape committee presented the landscape report for the month of February 2012. Fred reports that Western Garden has been working over the past few weeks checking all the sprinklers and reporting any bad or blocked heads. Fred will make sure that all sprinklers are repaired as they are found.

Fred has contacted one additional exterminator in regards the problem with Voles. The 2nd quote was for \$240 per application with 3 applications recommended for a total of \$720. John made a motion to allot \$720 for the eradication of Voles. Dave seconded the motion. Vote: 4-0 in favor of the motion.

Fred reports that the plant material has been removed from the corner of Telescope and Skyline and is now ready to receive the soil and be roto-tilled. Fred will get an estimate for the labor and plant materials to be used.

Architectural Report: Julie reports that the homeowners in lot 49 & 50 have not reached a settlement in regards to the vinyl fence they would like to install. The board is going to wait and see if either homeowner pursues the issue further. The board will not allow two fences to be built side by side.

The homeowner in lot 49 is in violation of CC&R's for not maintaining their house in accordance with the standards of our neighborhood. Their garage doors are not maintained and matching. The paint on the house and fence is substandard. The board will send a notice to this homeowner to address these issues or face fines from the association for the violations.

The homeowners in Lot 62 would like to remove their existing driveway and plant materials and replace them with new Tan concrete and Brown Flag Stone. The board thinks these improvements will look very nice. There are no vertical additions to the plans. The board has approved the plans providing that both neighbors sign off on their knowledge of the project. Julie motioned to accept the plans as submitted. Dave seconded the motion. Vote: 4-0 in favor of the motion.

Julie reports that she has almost finished the additional new colors that the board will add to the approved color palette. Once approved, all colors will be on file with Frazee Paints in Vista.

Old Business: No old business at this time.

New Business: The board has noticed that there are a few homeowners that are in clear violation of the CC&R's. These homeowners are parking RV's or derelict vehicles in their driveways. The board will prepare a list of the homeowners in violation and pursue resolve to these issues through a written warning and flyers placed at their residence.

Next Meeting: The next meeting will be on May 10, 2012 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 8:26pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
May 16, 2012
(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: William Burzynski, President
David Hall, Chief Financial Office
Fred Hauth, Vice President
John A. Darroch, Secretary
Julie Thomas, Member at Large

Homeowners Present: Jeff Keirns

The homeowner in lot 25 reported that they found a dead poodle on their front door on May 16, 2012. If anyone is missing a small brown poodle please contact the board.

Over the past few years a number of bushes have been removed from the bank in front of the home on lot 25. These bushes have not been replaced and now the bank is looking bare. At the request of the homeowner the board has agreed to plant 6 Bougainvillea's where the old bushes were. This will be done right away.

Approval of Meeting Minutes: John read the minutes from the April 5, 2012 board meeting. Fred made a motion to accept the minutes with the minor changes noted. 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, 2012. As of that date our total assets were \$114,748.05 with reserves accounting for \$94,309.14 of this total. Total income for the month was \$11,170.93 with operating expenses totaling \$8,302.51 leaving a net profit for the month of \$2,534.17 after adjustments and reserves. Our total water bill for the first 9 months of the fiscal year is holding at approximately \$3,500 over budget (the total budget for the FY is \$36,000). There were no unplanned or other unusual operating expenses for the month. Lindsay Management made corrections to expenses that were charged in error to the reserve account earlier in the year and brought all of our accounts up to date.

Other than miscellaneous accumulated late fees, the Aging Report from Lindsay showed only one homeowner with an account outstanding for more than 60 days (lot 24 for \$190.00). The board will contact this homeowner to have the balance brought up to date.

In order to balance our budget and still make the required deposits to reserves, we were forced to increase the HOA monthly dues for the next Fiscal Year from \$80.00 to \$87.50. This increase will take effect with the July 1st payment. The key reason for the increase is the escalating cost of water – we have experienced two water rate hikes in the last two years and expect another increase later this year. We expect to spend at least 10% over our budget of \$36,000 for water this fiscal year; we have increased next year's anticipated water budget to \$45,000.

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, keeps everyone current, and keeps away those irritating late fees.

Landscape Report: Fred Hauth Vice President and chairman of the landscape committee presented the landscape report for the month of April 2012. Fred reports there have been more broken lights on Toby's trail. This makes over 5 broken lights in the past month. At a cost of nearly \$50 per light this expense is starting to get out of hand. We encourage all homeowners to keep watch for any vandals that can be causing these problems. Fred has been reporting the incidences to the Carlsbad Police and we encourage all neighbors to immediately report any suspicious activity.

After Fred had contacted a 3rd exterminator to come out and take care of the growing Vole problem the exterminator decided that due to the liability of other animals in our area they did not want to do the job after all. Fred will get additional comparison bids and present them to the board at the next meeting.

The Bee's were back in the water control box on the corner of Telescope and Skyline. Fred has had to kill the Bee's in order to gain access to the control box. Be careful Fred, we don't want you to get stung.

Architectural Report: Julie reports that there are no new submissions for new architectural plans this month.

Old Business: Since the past meeting the board has done some inspections of the neighborhood and found that many neighbors are living in clear violation of the CC&R's that help to keep our community clean, nice and our property values high. Following is a list of lots with violations:

1. Lot 24 – Derelict red car on driveway, front and back yard need cleaning.
2. Lot 27 – Old tent trailer parked on driveway.
3. Lot 31 – Trash cans permanently kept in front of garage on driveway.
4. Lot 63 – Front yard weeds and dead palm branches and grass.
5. Lot 78 – Derelict car on driveway.
6. Lot 115 – Derelict car on driveway.
7. Lot 125 – Derelict car on driveway.
8. Lot 135 – Front yard has weeds and palms trees need trimming.

These homeowners can be expecting to hear from the board regarding these issues. The board would like to thank these homeowners in advance for their cooperation in resolving these issues as quickly as possible.

New Business: No New business at this time.

Next Meeting: The next meeting will be on June 13, 2012 at Kendra's Park. We invite all homeowners to bring a chair and blanket to the park for our summer session. We look forward to seeing you all there.

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 8:41pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
June 13, 2012
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**



President Bill Burzynski called the meeting to order at: 6:10pm.

Board Members Present: William Burzynski, President
David Hall, Chief Financial Office
Fred Hauth, Vice President
John A. Darroch, Secretary

Homeowners Present: Jeff Keirns

Approval of Meeting Minutes: John read the minutes from the May 16, 2012 board meeting. John 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, 2012. As of that date our total assets were \$117,170.64 with reserves accounting for \$94,643.57 of this total. Total income for the month was \$11,181.11 with operating expenses totaling \$8,493.52 leaving a net profit for the month of \$2,353.16 after adjustments and reserves. Our total water bill for the first 11 months of the fiscal year is holding at approximately \$3,500 over budget (the total budget for the FY is \$36,000); we have increased the FY12/13 water budget accordingly, as well as to cover anticipated water rate increases over the next year. There were no unplanned or other unusual operating expenses for the month.

Other than a couple of small accumulated late fees, the Aging Report from Lindsay showed no homeowners with account outstanding for more than 60 days. 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, keeps everyone current, and keeps away those irritating late fees.

Landscape Report: Fred Hauth Vice President and chairman of the landscape committee presented the landscape report for the month of May 2012. Fred met with our landscaper to plan where to place the 6 new Bougainvilleas in front of lot 25. These will be planted in the next month.

Fred mentioned the next phase of the Slope Enhancement project would be on the corner of Horizon and Coastline. Bill and Fred will meet with the landscaper to flag where we want the different plant types. The plantings will be done in the next couple of months.

Architectural Report: Julie reports that there are no new submissions for new architectural plans this month.

Old Business: John has revised the "Notice of Violation" letter according to the changes requested. Once approved these letters will be hand delivered to the homeowners in violation. We expect these violations to be cleared as soon as possible. Some of the violations have already been take care of. The board would like to thank the following homeowners for taking care of their violations without the need for notice. These homeowners are:

1. Lot 31 – Trash cans permanently kept in front of garage on driveway. – now removed from front yard
2. Lot 135 – Front yard has weeds and palms trees need trimming. – now the front yard has been weeded and the palm trees trimmed

The homeowners still in violation are:

1. Lot 24 – Neglected red car on driveway, front and back yard need cleaning.
2. Lot 27 – Old tent trailer parked on driveway.
3. Lot 43 – Front yard weeds and dead palm branches and grass.
4. Lot 49 – Mismatched garage doors and paint trim
5. Lot 63 – Front yard maintenance
6. Lot 78 – Neglected car on driveway, front yard maintenance, paint house and trim
7. Lot 81 – Boat stored on driveway
8. Lot 115 – Neglected car on driveway
9. Lot 125 – Neglected car on driveway

These homeowners will be receiving a violation notice in the next month. The board would like to thank these homeowners in advance for their cooperation in resolving these issues as quickly as possible.

New Business: No New business at this time.

Next Meeting: The next meeting will be on July 19, 2012 at Kendra's Park. We invite all homeowners to bring a chair and blanket to the park for our summer session. We look forward to seeing you all there.

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 6:50pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
Sept 27, 2012
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**



President Bill Burzynski called the meeting to order at: 6:32pm.

Board Members William Burzynski, President
Present: David Hall, Chief Financial Office
Fred Hauth, Vice President

Homeowners
Present: Ernie & Linda Wheeler, Sandy Rogerson, Dennis Schultze, Don & Marylyn Winslow

Approval of Meeting Minutes: Reading of the minutes from the previous meeting was deferred until our October meeting.

Landscape Report: Because a number of homeowners were present for the purpose of discussing the removal of oak trees on Coastline, and plans for their replacement, this board meeting was focused only on those issues. The meeting began with a reading of the letter from the Board of Directors to the homeowners, to ensure that everyone had a chance to hear the board's reasoning for removing the trees. Several homeowners present expressed dissatisfaction with the manner in which the trees were removed; specifically they were concerned that they were not given advance notice of their removal, for which the board expressed their apologies for that oversight. The homeowners present indicated that they would like to have the trees replaced with mature trees, and that they would like to have input on plans for re-landscaping the slopes on Coastline. Some options for replacement trees were discussed, including Carrotwood, Crape Myrtle, and Strawberry trees. Several homeowners indicated a desire to consider having more than one kind of tree as replacements for the oaks. They suggested taking pictures of the slopes and sending out a concept design. Bill Burzynski indicated that he will be conferring with our landscaper, Greg Vasiliuff, to develop a preliminary concept and design drawings. Bill suggested that we meet again in two weeks to allow the homeowners to review the preliminary plans and provide inputs, and hopefully reach consensus on the plans. That meeting is tentatively scheduled for 6:30 pm Thursday, October 11th at Kelly School (pending arrangements with the school for a room).

Financial Report: David Hall, CFO, presented the financial report for the period ending August 31, 2012 (the financial report was not discussed at the meeting due to the extended discussion of planting on Coastline, but it is included here as part of the record). As of that date our total assets were \$112,920.63 with reserves accounting for \$94,404.80 of this total. Total income for the month was \$12,212.51 with operating expenses totaling \$16,557.80 leaving a net loss for the month of \$5,014.45 after adjustments and reserves. During this month we paid out \$2,752.59 for slope enhancement, and the water bill was \$5,905.19, both of which contributed to the high expenses for the month. There were no unplanned or other unusual operating expenses for the month.

We received the draft financial advisory letter from Sonnenberg & Company, as a result of our FY2011-2012 financial review. They commended our management company on the excellent condition of our records; they indicated that there are no adverse financial issues identified as a result of the review.

Other than a few small accumulated late fees, the Aging Report from Lindsay shows no homeowners with account outstanding for more than 60 days. 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, keeps everyone current, and keeps away those irritating late fees.

Architectural Report: No new business at this time.

Old Business: No old business to discuss at this time.

New Business: No New business at this time.

Next Meeting: The next meeting will be at 6:30 pm on October 11, 2012 at Kelly School. We invite all homeowners to come and contribute ideas for re-landscaping Coastline. We look forward to seeing you all there.

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 8:00 pm.

Respectfully submitted,
Dave Hall for John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
July 19, 2012
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**



President Bill Burzynski called the meeting to order at: 6:34pm.

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 June 13, 2012 board meeting. Fred made a motion to accept the minutes with minor changes as noted. Julie seconded the motion. Vote: 3-0 in favor of the motion.

Financial Report: John Darroch, Secretary presented the financial summary for the period ending June 30, 2012. As of that date our total assets were \$117,290.16 with reserves accounting for \$94,984.51 of this total. Total income for the month was \$11,207.58 with operating expenses totaling \$12,307.56 leaving a net loss for the month of \$1,440.92 after adjustments and reserves. Our total water bill for the fiscal year was \$40,016.21, compared to the budgeted amount of \$36,000; we have increased the FY12/13 water budget accordingly, as well as to cover anticipated water rate increases over the next year. There were no unplanned or other unusual operating expenses for the month.

Other than a couple of small accumulated late fees, the Aging Report from Lindsay showed no homeowners with account outstanding for more than 60 days. Once again we would like to 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, keeps everyone current, and keeps away those irritating late fees.

Landscape Report: Fred Hauth Vice President and chairman of the landscape committee presented the landscape report for the month of June 2012. Fred reports that the 6 new Bougainvilleas in front of lot 25 have been planted. Fred also states that the planting on Horizon and Coastline is scheduled for August 1 and 2. Fred will make sure that the new plantings do not cross irrigation lines in order to help prevent over/under watering in the new areas.

Bill had mentioned that we should be getting our lawns aerated at least three times a year. Fred has looked into the cost of aerating the lawns. The monument lawns would cost \$50 each. The park lawn is much larger and so the company Fred has contacted will be coming out to measure the area to give a more complete bid. Fred will report back to the board at the next meeting.

Fred mentioned that 5 more light have been broken along Toby's trail. The board is again asking for all the homeowners along Toby's trail to keep their eyes out at night so we can catch whoever is causing the damage.

Fred has contracted with Tri-City Fence to repair the wrought iron fence around the BMP. Tri-City will be coming in to replace a section of fence and patch some others, painting when they are done. This work should be done in the next week or two.

Architectural Report: Julie reports that she has finalized the new additional paint colors for the HOA. In addition to the traditional Omega colors, Julie has now added a few others in other tones. If you are thinking of painting your house please contact Julie for the latest colors. We will also be updating our website soon with these colors. In addition a list of approved colors resides with Frazee paint in Oceanside.

The homeowner in lot 77 would like to extend their concrete patio and add a new fireplace. They are not extending their patio cover or adding any additional vertical improvements. The board has approved their plans. Julie motioned to accept the plans as submitted. Fred 2nd the motion. Vote: 3-0 in favor of the motion.

Old Business: The revised "Notice of Violation" letter has been approved by the board. The board will have Lindsay Management mail a copy to the homeowners and will also hand deliver them to the homeowners in violation. We expect these violations to be cleared as soon as possible.

The homeowners still in violation are:

1. Lot 24 – Neglected red car on driveway, front and back yard need cleaning.
2. Lot 27 – Old tent trailer parked on driveway.
3. Lot 43 – Front yard weeds and dead palm branches and grass.
4. Lot 49 – Mismatched garage doors and paint trim
5. Lot 63 – Front yard maintenance
6. Lot 78 – Neglected car on driveway, front yard maintenance, paint house and trim
7. Lot 81 – Boat stored on driveway
8. Lot 115 – Neglected car on driveway
9. Lot 125 – Neglected car on driveway

These homeowners will be receiving a violation notice in the next month. The board would like to thank these homeowners in advance for their cooperation in resolving these issues as quickly as possible.

New Business: No New business at this time.

Next Meeting: The next meeting will be at 6:30pm on September 27, 2012 at Kendra's Park. We invite all homeowners to bring a chair and blanket to the park for our summer session. We look forward to seeing you all there.

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 7:53pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
SPECIAL LANDSCAPE BOARD MEETING
October 11, 2012
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**



President Bill Burzynski called the meeting to order at: 6:30pm.

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

Homeowners
Present: Ernie Wheeler, Sandy Rogerson, Dennis Schultze, John & Stephanie O'Brien, John Labellarte

This was a special meeting of the homeowners to discuss the Coastline Slope Enhancement phase of the ongoing Capri Slope Enhancement Project (CSEP). CSEP was developed to revitalize our old and weary hillsides. This project over the years to come will beautify and update our neighborhood in line with those new developments in our area. It is the goal of the board to add ever lasting value to all of our properties.

CSEP identified Coastline as one of the worst areas that needed immediate attention. We have been playing around with different spots here and there, but now it is time to get serious about doing a whole street and removing most if not all the old dying vegetation and replacing it with all new.

President Bill Burzynski presented the boards choices for plant materials along with an artist rendition of what the hillside will look like once the revitalization has been completed. The presentation has been saved to a PDF file and is located on the association website for members to read at their leisure. The CSEP has been broken down into 3 zones starting at the west end of Coastline where it meets with Pannonia. Zone 1 will be started immediately. Zones 2 and 3 will be done in the next year as funds permit. The approximate cost for each zone is about \$9,000 including labor and all plant materials. The board is still seeking further bids in hopes to reduce this amount.

A number of homeowners attended the meeting to voice their opinions about the project in general and about the plant materials selected. The comments are paraphrased below:

1. Some homeowners would like to see multi colored Bougainvillea rather than all red.
2. Some homeowners would like to see the types of trees alternated with the plantings rather than one type of tree per zone. This was so that the banks with deciduous trees will not look so bare in the winter time when they have no leaves.
3. Some homeowners don't like Mexican grass, but don't mind it in small areas as suggested in the plans.
4. Some homeowners pointed out Carrot wood trees are listed as poisonous. The board will investigate.
5. Some homeowners are not happy with the removal of all the pretty purple Rosella.

The board will keep these comments in mind when coordinating the final planning process with our landscape contractor.

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

The meeting was adjourned at 8:00 pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
October 29, 2012
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**



President Bill Burzynski called the meeting to order at: 7:00pm.

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

Homeowners Present: Fred and Johnette Stickel, Greg Vasilieff

Approval of Meeting Minutes: John read the minutes from the September 29, 2012 board meeting. Dave made a motion to accept the minutes as read. Julie 2nd the motion. Vote: 4-0 in favor of the motion.

John read the minutes from the July 19, 2012 board meeting. Fred motioned to accept the minutes with one minor correction as noted. Julie 2nd the motion. Vote: 4-0 in favor of the motion.

Landscape Report: Greg Vasilieff, President of Western Garden Landscaping presented a rebate program from the Metropolitan Water District of Southern California. This program could end up repaying the association for as much as 50% of the cost of replanting Coastline. It has been estimated that it will cost the association approximately \$42,000 to replant the entire bank on Coastline. This means that over the next couple of years the association could receive upwards of \$21,000 in rebates from the water district. Greg also mentioned that the association would be entitled to \$0.46 per 1,000 gallons of water saved over the next few years. This could amount to more savings, besides the difference in the water costs themselves. To qualify for these funds we have to have a qualified water manager that can monitor our water use. Greg is a certified water manager and has mentioned he would offer these services as part of his normal monthly landscaping contract, with no additional cost to the association. Greg is also waiting to find out if we can be reimbursed for each zone as it is completed or if we have to complete the entire project before any reimbursement is given.

It was agreed that the board should look into this rebate offer more closely and see exactly what monitoring is required and make sure there will be no problems getting the rebates for the association. Dave was appointed by the board to follow up with the Water District over the next week to find out more details on the proposal. Dave will report back to the board with his findings. Greg thinks this is a win, win situation for the association and is highly recommending this rebate program for us.

Fred Hauth, Vice President and Chairman of the Landscape Committee presented the only additional landscaping news for the month. Fred reports that the homeowner in Lot 31 has a Ficus tree that has grown around one of the association Palm trees. Fred has asked the homeowner to please trim their tree back so that it does not interfere with the growth of our Palm tree.

It has come to the board's attention by several homeowners that the Ash tree located on the corner of Pannonia and Sunnyhill has been hacked back on numerous occasions by a homeowner. The board does not want homeowners taking it upon themselves to trim the association trees. We have a professional arborist come in once a year to trim the trees so that they are done properly and so as not to harm the tree. The person that hacked the tree back on Pannonia did not trim it in the proper manner and has now damaged the look of the tree. The board will send a letter to this homeowner asking them not to trim the association trees anymore.

Financial Report: Due to the large number of topics this week, the board elected not to discuss the finances at this meeting, but rather defer that discussion to the meeting in November.

As of September 30, 2012 our total assets were \$107,721.67 with reserves accounting for \$94,748.26 of this total. Total income for the month was \$12,370.14 with operating expenses totaling \$17,624.00 leaving a net loss for the month of \$5,253.86 after adjustments and reserves. During this month we paid out \$1,653.96 for slope enhancement, and \$3,770 for tree trimming, both of which contributed to the high expenses for the month. There were no unplanned or other unusual operating expenses for the month.

Other than a few small accumulated late fees, the Aging Report from Lindsay showed no homeowners with account outstanding for more than 60 days. 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, keeps everyone current, and keeps away those irritating late fees.

Architectural Report: Julie Thomas Member at Large and Chairperson for the Architectural Committee reported a few homeowners needing plans approved. The homeowner in lot 3 would like to add a patio cover to their backyard. The board has tentively approved the plans based on the patio cover being constructed of approved materials and painted to match their house.

The homeowners in lot 52 would like to add solar electricity to the roof of their home. While the board does not have a problem with homeowners adding solar panels to their roofs, we are concerned with the aesthetics of our community. This particular home would like to have the panels mounted on their first story roof, facing the street, which will make them fully visible from the road. Usually panels are mounted on the 2nd story with very little visibility from the road. The board has asked the homeowner to come up with an alternate plan that does not involve mounting panels on their first story roof.

Julie has finalized the new additional paint colors. They will be posted on the caprihoa.org website and will be available at the Oceanside Frazee Paint Store.

The homeowner in lot 100 would like to add a sun room to their back yard. The homeowner has indicated that their contractor will contact the association to work with us to get the approval for the sun room. The board will wait to see the proposed plans before commenting.

One of our members has reported that there are multiple tenants living in the home located on lot 5. The Association does not allow homes to be rented or leased to more than one family at a time. Multi-tenant living is not allowed in Capri. The board will work with the owner of the home to rectify this situation.

The homeowner in lot 17 would like to build a small stucco wall with a nice cap stone on the top. Stucco will match existing stucco colors. They would also like to add wrought iron to the block wall originally built, but never finished. The board has reviewed their plans and think they are making some nice enhancements to their property. Fred motioned to accept their plans as submitted. Dave 2nd the motion. Vote: 4-0 in favor of the motion.

Old Business: The board sent out a number of violation letters over the past few months. Some homeowners responded promptly to correct their violations and the board would like to personally thank those homeowners who have cooperated with our requests. However, there are a number of homeowners that continue to ignore our request for action on the violations. These homeowners are:

Lot 24 – Red, neglected car on driveway. Front and backyard maintenance.
Lot 63 – Front yard maintenance
Lot 78 – Front yard maintenance
Lot 115 – Neglected car on driveway

John will be contacting these homeowners to find out when they plan to correct the violations.

In addition to the existing violations there are new violations. The following is a new list of homeowners in violation of our CC&R's. These homeowners can expect a letter in the mail in the next couple of weeks:

Lot 72 – POD parked on driveway for more than 2 weeks
Lot 95 – Cracked and broken wall, missing stucco, needs paint.
Lot 96 – Trailer and van parked on driveway
Lot 111 – Front of house and garage doors need paint

New Business: It has come to the board's attention that a 48 acre parcel of land located across the lagoon in the strawberry fields is going to be sold and developed. The developer would like input from the community as to what they would like to see built on this land. The developer has offered to hold a special meeting to discuss the ramifications of this project. The board will ask the developer to make a presentation at the annual meeting schedule in January.

Next Meeting: The next meeting will be at 7pm on November 29, 2012 at the Burzynski residence, 4660 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 9:55 pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
November 29, 2012
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes**



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

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

Homeowners
Present: None

Approval of Meeting Minutes: John read the minutes from the October 29, 2012 board meeting. Julie made a motion to accept the minutes with one change as noted. Fred 2nd the motion. Vote: 4-0 in favor of the motion.

Landscape Report: Fred Hauth, Vice President and Chairman of the Landscape Committee presented the landscaping report for the month of November 2012. Fred has been informed by our landscape company that a few of our Queen Palm Trees have a disease that will eventually cause them to die. The board has asked Fred to hire an Arborist to take a look at the trees to determine if there is a problem with them. Fred will report his findings back to the board.

Fred reports that the homeowner in Lot 31 has trimmed their Ficus trees so that they are not growing over the association palm trees. The board would like to thank the homeowner for their cooperation in trimming the trees in a timely manner.

It has been reported to the board that the homeowners in Lot 110 have numerous trees and bushes that are growing beyond 24' which is the maximum allowed in Capri. The board will send a letter to the homeowner to ask them to trim their trees and bushes to the proper height.

Financial Report: Financial Report: David Hall, CFO presented the financial report for the period ending October 31, 2012. As of that date our total assets were \$96,712.13 with reserves accounting for \$95,082.73 of this total. Total income for the month was \$12,161.14 with operating expenses totaling \$22,804.28 leaving a net loss for the month of \$10,977.61 after adjustments and reserves. During this month we paid out \$9,655.63 for slope enhancement, and an extra \$800.00 for tree trimming, both of which contributed to the very high expenses for the month. There were no unplanned or other unusual operating expenses for the month. Some of the slope enhancement expenses from this month are anticipated to have a long enough life expectancy to warrant moving those expenses from operating funds to reserve funds; we will contact Lindsay Management Company to make that change.

Sonneberg, our accounting firm, has sent a proposal for our 2013 reserve study and financial review. The quote for the reserve study is \$1,000 and for the financial review, \$1300. Dave will compare the charges to last year and report back to the board.

The Aging Report from Lindsay showed a number of homeowners with outstanding late fees (up to \$30.00), and two homeowners with HOA dues outstanding for more than 30 days (lot 61 for \$105.00 and lot 66 for \$117.50). The board will contact those two homeowners regarding bringing their accounts up to date, and we will assess the status of outstanding late fees on a case-by-case basis.

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, keeps everyone current, and keeps away those irritating late fees.

Architectural Report: Julie Thomas Member at Large and Chairperson for the Architectural Committee reported a few homeowners needing plans approved. The homeowner in lot 24 would like the new paint color so they can paint the exterior of their home.

Old Business: The board has followed up on the rebate program presented by Greg Vasiliff and sponsored by the Metropolitan Water District of Southern California. After closer review the board determined that the association would likely only qualify for a \$200 rebate for the entire Coastline project. To earn this rebate would require monitoring for the next few years at a cost of more than \$200. The board decided that it was not worth the hassle monitoring and filling out the paperwork only to lose money later on.

The new paint colors list will be available for download after December 7th from the Capri website, www.caprihoa.org.

New Business: A homeowner on Clearview reports that there are multiple tenants living at the residence on lot 5. The board will investigate this report immediately. HOA policy strictly forbids any homeowner from renting their residence to more than one tenant at a time. Capri is designated a single family residence and this policy will be strictly enforced.

Next Meeting: The next meeting will be the annual meeting at 6:30pm on January 31, 2013 at Aqua Hedionda We have many hot topics this year, so we encourage all residents to mark this important date on their calendars.

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

The meeting was adjourned at 9:50 pm.

Respectfully submitted,
John A. Darroch, Secretary