

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
January 24, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

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

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

Homeowners Present: A signed list of homeowners attending the meeting resides with the records of the HOA. A quorum was not reached and therefore the election of the new board could not take place.

Approval of Meeting Minutes: The meeting minutes from the January 23, 2007 annual meeting were not read and so could not be voted on and approved.

President's Remarks: President Bill Burzynski thanked the board members for their efforts over the past year. Other homeowners responsible for many other duties were also acknowledged for their support. Bill mentioned that this year has been very peaceful in the Capri community. Projects have been approved without problems and the board has been blessed with a relatively quite year.

Financial Report: David Hall, CFO presented the financial report for the period ending December 31, 2007. As of 12/31/07 our total current assets are \$81,954.62 with reserves accounting for \$70,096.94 of this total. Total Income for December was \$9,845.31 with expenses totaling \$8,422.96 leaving a net profit for the month after reserve and interest adjustments of \$305.06. There were no unusual expenses in the month of December.

Landscape Report: Fred Hauth, Vice President presented the December landscape report. A brief overview of the year's happenings was given. The landscaping has been a tough job, but with Fred in charge it has certainly come a long way in the past year. We have been repairing control boxes and sprinkler lines everywhere as our 20 year old community needs renovation. We have been plugging as much of the banks as possible and spraying weed killer whenever possible.

It was reported that the mailboxes on Clearview Dr. need immediate renovation. The board has determined that the post boxes are the responsibility of the HOA to maintain, except for the lock, which is maintained by the homeowner. Fred will be slowly continuing his rounds cleaning and painting all the mailbox pedestals.

Architectural Report: Julie Thomas, Member At Large, said there were no Architectural decisions to be made this month.

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

New Business: It was noted by a number of homeowners thought it would be nice to start replanting some of the old growth areas around the association to freshen them up. It was suggested that a group of interested homeowners get together sometime in March to walk the property and consult with a specialist to see what can and should be done with our aging slopes and community areas. It was also mentioned that the monument corners should be made to match so that they are planted with similar vegetation.

There have been a number of burglaries in our community in the past few months. It was recommended that everyone look at their security and make sure you have appropriate flood lights in place and if possible an alarm system. The board always encourages homeowners to immediately report any suspicious activities to the Carlsbad Police.

Next Meeting: The next meeting will be held on Thursday February 28, 2008, 6:30 pm, at the Hauth residents, located at 4640 Sunburst Rd.

Respectfully submitted,
John A. Darroch
Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
February 28, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 7:0pm.

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

Homeowners Present: Bernice Cheetham, David & Katherine Spencer, Richard Duffy

Approval of Meeting Minutes: Bill read the meeting minutes from the January 23, 2007 board meeting. Fred made a motion to accept the minutes as read. Dave seconded the motion. Vote: 4-0 in favor of the motion.

Election of New Board Members: During the last several weeks additional proxies were received and based on an official count a quorum of homeowners both in person and present by proxy was obtained - a total number of 76. Dave Hall made a motion to accept the nominations of the current board members to stay on for another term. William Burzynski agreed to stay on as President, David Hall agreed to stay on as CFO, Fred Hauth agreed to stay on as Vice President and Chairman of the Landscaping Committee, John A. Darroch agreed to stay on as Secretary, and Julie Thomas agreed to stay on as our Member at Large and Chairperson of the Architectural Committee. The official vote of the 76 homeowners presented either in person or by proxy was in favor of the election the slate of candidates as nominated. Vote: 76-0 in favor of the motion.

Financial Report: David Hall, CFO presented the financial report for the period ending January 31, 2008. As of 01/31/08 our total current assets are \$89,496.15 with reserves accounting for \$70,543.60 of this total. Total Income for January was \$10,111.67 with expenses totaling \$3,238.53 leaving a net profit for the month after interest adjustments of \$6,426.38. There were no unusual expenses in the month of January; however, the payment for landscape maintenance was not made in January, nor was the reserve allocation payment. Dave contacted Lindsay and the landscape payment for January was made in February (along with the February payment); the reserve allocations will also be brought up to date. On January's water bill, it appeared that our association had paid for one water meter that does not belong to us; Dave contacted Lindsay about that discrepancy and it turns out that we did not make that extra payment, it was an error in the summary financials from Lindsay: they will correct that with a journal entry in February's financials.

We had also requested that Lindsay cut a check in January to transfer \$5,000 in reserve funds from the money market account into a CD (approved at the November board meeting); they misplaced that communication, and a check will be issued to make that transfer in February. Dave also recommended that the board approve the transfer of additional reserve funds from the money market account into a CD, since the money market account is paying almost no interest, and the balance is in excess of \$15,000 (before the already approved \$5,000 transfer).

The Aging Report from Lindsay shows no homeowners with significantly late HOA dues. The board would like to thank the homeowners for prompt payment of dues, and to suggest for those who have not already done so that they arrange for automatic payment of dues with Lindsay. It's a simple, easy way to ensure that your dues are paid on time every month, and guarantees that you will have no late charges.

Lindsay Management has announced that they are moving their offices to The Towers at Bressi Ranch Business Park, 6126 Innovation Way, Carlsbad, CA 92009 (just east of El Camino Real at Palomar Airport Road). Their first day of business at the new location is planned for April 1, 2008 (hopefully that date is not an indication of how well the move will go). All homeowners will receive notice of the move directly from Lindsay. The move should not have any effect on our association's business with them.

Fred made a motion to accept the financial report as stated by Dave, John seconded the motion. Vote: 4-0 in favor of the motion.

Landscape Report: Fred presented the January landscape report. Our contract with Heaviland will be expiring at the end of March. Heaviland have already sent a new contract for \$4975.00/month, which represents a \$925/month increase in cost to the association. While this is a substantial increase in the monthly contract it is still well below other quotations received previously from other landscape contractors. Heaviland have agreed to keep our monthly cost the same through the end of our fiscal year in June. As of July 1st the new month rate will apply. Thanks to Fred and Ron Wright for working with Heaviland to secure another year with them and reducing costs to the association.

Fred mentioned that the contractor working on a new pool in Lot #87 has broken a number of irrigation lines on the back hillside that belong to the association. The homeowner has agreed to pay Heaviland to repair the broken pipes.

Fred has himself managed to repair a few broken backflow valves, charging the association only for the parts he has replaced. Thanks for a great job in saving the association more \$\$\$. All backflow valves have now been tested and certified for another year.

The concrete bench in Kendra's park has been moved away from the sidewalk so that the skateboarder's cannot grind the sides of the seat away any longer. The rabbit's at the park have all but killed the lawn again. Fred is looking into a type of spray that can be applied

to the grass, which deters the rabbits from eating it. If appropriate, Fred will start to use the spray to deter the rabbits from destroying the park area.

Richard Duffy has brought to the attention of the board that the hillside behind his home has a very minor slip that has apparently been caused by the trimming back of a Bougainvillea bush, which had left a bare patch exposed to the rain. The slip is very minor and Fred said he would have Heaviland replant the hillside and replace any dirt that washed away.

Architectural Report: Julie presented the architectural report for the month of January, 2008. The homeowner in lot #121 would like to add a wrought iron gate to their front courtyard. As long as the gate complies to all architectural guidelines as conveyed in our CC&R's the board has no problem with the gate being installed. Dave made a motion to allow the gate to be installed in lot 121, Fred seconded the motion. Vote: 4-0 in favor of the motion.

The board has received a complaint from the homeowner in Lot 49 regarding a fence that was installed in Lot 48. The fence location was approved by both the neighbors in lot 49 and 47 and the board approved this location in part based on the agreement with both neighbors. The neighbor in lot #49 has now expressed disapproval with the fence location and asked the board to mediate this issue. The board asked the homeowners of lot 48 to consider modifying the fence if the neighbor in lot 49 would agree to pay for this change. The homeowners of lot #48 who were present at this meeting will consider this possible solution and get back to the board with their decision.

Old Business: The Board is still waiting for a decision from our attorney regarding the open easement along the dog walk.

Bill is about 60% completed with gathering information and quotations regarding the E. Marsh Overlook proposed. He will report back to the board next month.

New Business: None at this time.

Next Meeting: The next meeting will be held at 7pm on Thursday March 27, 2008 at the Thomas residence, 4751 Sunburst Rd.

Fred made a motion to adjourn the meeting at 8:50pm, John seconded the motion. Vote: 4-0 in favor of the motion.

Respectfully submitted,
John A. Darroch
Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
March 27, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

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

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

Homeowners Present:

Approval of Meeting Minutes: John read the meeting minutes from the January 24, 2008 board meeting. Fred made a motion to accept the minutes with noted changes. Julie seconded the motion, Vote: 4-0 in favor of the motion.

John read the meeting minutes from the February 28, 2007 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 February 29, 2008. As of 02/29/08 our total current assets are \$87,321.07 with reserves accounting for \$72,542.21 of this total. Total Income for February was \$9,889.61 with expenses totaling \$11,144.69 leaving a net loss for the month after interest adjustments of \$3,253.69. There were no unusual expenses in the month of February; however, the payment for landscape maintenance was not made in January, nor was the reserve allocation payment. The landscape payment for January was made in February (along with the February payment), and the reserve allocations for both months also were made in February, resulting in the apparent loss in February (but making up for the equally apparent gain made in January).

In February we transferred \$10,000 of reserve funds from our money market account into a CD that was rolling-over at Downey Savings. This will result in more interest accruing in our reserve account, since the money market account currently is paying essentially no interest.

The Aging Report from Lindsay again shows no homeowners with significantly late HOA dues.

We have obtained two proposals for audit and tax return preparation for the current fiscal year ending June 30, 2008. The bids are from our past auditor, Sonnenberg & Co, CPAs in San Diego, and from Beck and Company CPAs in Vista. The regulations have changed for a formal audit, and so there are two bids from each company: one for a full audit, and one for a review. The difference in price between an audit and a review is approximately \$1,200.

Julie made a motion to accept the proposal from Sonnenberg & Co. to perform a full Audit of the associations finances for a total cost of \$2,200.00. Fred seconded the motion, Vote: 4-0 in favor of the motion.

The board reviewed the first draft of the 2008/2009 proposed budget. Due to the increase in the landscaping maintenance it may be necessary to raise the dues this year. Fred has suggested that we could reduce the amount for repair and maintenance of the lighting (8060) from \$600/ year to \$200/year as we are not using that much, however this will still not be enough to prevent the need for raising the dues slightly. The board will continue to work on balancing the budget and only raise dues when there is absolutely no other alternative.

Landscape Report: Fred Hauth, Vice President presented the February landscape report. Fred has looked into the cost of buying concrete trash can covers for additional trash cans needed for used dog bags that are left along the dog walk and in the park. The cost of concrete trash can covers vary from \$300-\$400 each and will need to be shipped from the east coast at a cost of \$600 for 2 can covers. Dave made a motion to purchase 2 trash can covers. Julie seconded the motion, Vote: 4-0 in favor of the motion.

The homeowner in Lot#103 have a large Pine and Eucalyptus tree on their property that needs to be trimmed to the 24' height allowed for all non-palm trees. The board will send a letter of compliance to the homeowner.

Fred has been looking into ways for the association to save \$\$ on the water we use for watering the hillsides and banks. Fred has found that there are a number of U.S. Grants available for up to \$25.00/ control box that the HOA upgrades to the new water saving models. The HOA currently uses 8 controllers. Fred will obtain additional information and present this to the board at the next meeting.

Heaviland have agreed to replant the side of the desiltation basin free of charge. However, the HOA will most likely need to pay for the plants themselves.

Architectural Report: Julie Thomas, Member At Large, presented the Architectural report for February 2008. Julie reports that the neighbors in Lots 48 and 49 were unable to reach an agreement regarding moving the recently installed fence.

There is no other business before the Architectural committee at this time.

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

New Business: It was noted by a number of homeowners that it would be nice to start replanting some of the old growth area's around the association to freshen them up. It was suggested that a group of interested homeowners get together sometime in March to walk the property and consult with a specialist to see what can and should be done with our aging slopes and community area's. It was also mentioned that the monument corners should be made to match so that they are planted with similar vegetation.

There have been a number of burglaries in our community in the past few months. It was recommended that everyone look at their security and make sure you have appropriate flood lights in place and if possible an alarm system. The board always encourages homeowners to immediately report any suspicious activities to the Carlsbad Police.

Next Meeting: The next meeting will be held on Thursday April 24, 2008, 7pm, at the Darroch residents, located at 4325 Skyline Rd.

Respectfully submitted,
John A. Darroch
Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
April 24, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

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

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

Homeowners Present: Don Winslow

Approval of Meeting Minutes: John read the meeting minutes from the March 27, 2008 board meeting. Dave made a motion to accept the minutes as read. 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 March 31, 2008. As of 03/31/08 our total current assets are \$90,112.84 with reserves accounting for \$73,653.02 of this total. Total Income for March was \$9,913.81 with expenses totaling \$5,993.04 leaving a net profit for the month of \$2,809.96 after interest adjustments and the reserve payment. There were no unusual expenses in the month of February; the water bill for March was \$677.48 under budget. Our year-to-date statements show that our YTD NET income is \$2,809.18 positive variance to budget. We are anticipating increased landscaping costs in April and May as we replace plants in slope areas and repair additional sprinkler valves.

The Aging Report from Lindsay showed Lot #52 in default on HOA dues (over 90 days past due). That homeowner received a default notice from Lindsay and they subsequently brought their account up to date, thank you.

The board voted at the March meeting to accept the proposal from Sonnenberg & Co, CPAs in San Diego to conduct our audit and tax return preparation for the current fiscal year ending June 30, 2008. The board voted to contract for a full audit of our books as the audit will be conducted in accordance with accepted accounting practices, and it provides a statement of reasonable assurance that the final HOA financial statements for the fiscal year are free of material misstatement.

Annual Budget: The board has reviewed the annual budget for the Sunset Place Homeowners Association fiscal year 2008-2009. We have had to reduce our interest income to reflect the more realistic return of 3% over the next year. We have had a large increase in the landscaping maintenance of \$975/month. We have lowered our estimates for tree trimming for the year from \$3,600 to \$3,000. Water prices are increasing so we have increased our budget for water. Even with our reduction in some of the expenditures this year our expenses are going to exceed our income. Therefore, the board has voted to increase the homeowner's dues beginning July 1, 2008 from \$69.00 per month to \$73.50 per month. This will allow the board to balance the budget for the 2008-2009 fiscal year. Fred made a motion to accept the budget as proposed with a \$4.5 per unit increase in dues. John seconded the motion. Vote: 4-0 in favor of the motion.

Landscape Report: Fred Hauth, Vice President presented the April landscape report. Fred found 10 gallon plastic trash cans that can be attached to the existing dogi pot signs. Fred suggested that these would work better than the concrete trash containers proposed at the previous meeting. The cost of the plastic trash containers are \$63.00 each plus \$25.00 for shipping. Fred ordered and installed these a week ago. Thanks for installing the trash cans Fred. You can find these trash containers located on at the 3 entrances to Tobby's walk.

The homeowners in lot 103 have trimmed their trees as requested by the board in accordance with the 24 foot height of all trees except palms. Thank you for trimming your trees.

Fred has submitted the paperwork to request grant money available for upgrading our sprinkler controls. Fred has a quotation for 8 controls for \$3546.96. The grant will cover this expense, although the HOA will be responsible for paying Heaviland to install the new controls.

Heaviland has planted 10 flats of Honeysuckle on Skyline and on the bank of the Desiltation basin. These should fill in the bare spots nicely. In addition Fred has noticed that the banks on Hillside and Sunnyhill need to be planted as there are large bare spots there. Fred would like to buy some additional flats to fill in these areas. John made a motion to allocate \$300 for some new plants on Hillside. Julie seconded the motion. Vote: 4-0 in favor of the motion.

Fred received a bill from Heaviland for some of the replanting we have been doing for \$700. Fred questioned this bill and it was immediately reduced to \$315. Thanks for looking out for our \$\$ Fred. In addition to this Heaviland have been out there plugging the banks in bare spots free of charge.

Fred has noted that the grass at the park is once again looking bad. Fred suggested replanting the grass with Bermuda grass, which the rabbits don't like to eat. John suggested looking into artificial grass. Fred will check the alternatives, including a spray to deter the rabbits without harming them and report back to the board.

The sprinkler pipes broken by construction workers behind lot #88 have been repaired by Heaviland and an invoice has been prepared and submitted to the homeowner for reimbursement of these repairs.

Architectural Report: Julie Thomas, Member At Large, reports there is no new business before the Architectural committee at this time.

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

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

Next Meeting: The next meeting will be held on Thursday May 22, 2008, 7pm, at the Hall residents, located at 4285 Sunnyhill Dr.

Respectfully submitted,
John A. Darroch
Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
May 22, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

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

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

Homeowners Present: None

Approval of Meeting Minutes: John read the meeting minutes from the April 24, 2008 board meeting. Dave made a motion to accept the minutes as read. 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 April 30, 2008. As of 04/30/08 our total current assets are \$91,239.21 with reserves accounting for \$74,550.08 of this total. Total Income for April was \$9,670.06 with operating expenses totaling \$8,851.69 leaving a net loss for the month of <\$78.69> after interest adjustments and the reserve payment. There were no unusual expenses in the month of April although Lindsay did not capture the reserve interest correctly this month so that will be corrected in the May statements.

The Aging Report from Lindsay showed no homeowner in serious default on HOA dues (over 60 days past due). Thank you once again for keeping your dues current.

During April our Budget for 2008/2009 was approved and mailed to the homeowners in May. Our insurance binder was also renewed with Burns & Wilcox Insurance Services, Inc. for the year starting May 13, 2008.

Landscape Report: Fred Hauth, Vice President presented the April 2008 landscaping report. Fred reports there are some trees growing below Lot #88 through Lot #93 and Lot #74 through Lot #77. These trees, Laurel Sumac, are listed as the number one fire producing plant on the City of Oceanside Fire Danger Plant List. One of the homeowners has already taken it upon themselves to cut down part of these trees, but then left all the cut brush to die. This is now an even bigger fire hazard than before. Therefore the association has asked Heaviland to cut back the rest of these trees and dispose of the brush properly. This will be done over the next few weeks.

The homeowners in Lot #88 have reimbursed the association for damage done by construction workers to association sprinklers, thank you.

Fred is still looking into what can be done about the grass at the park and will report back at the next meeting.

Fred has received a proposal from Heaviland to install the 8 new weather stations for controlling our irrigation more effectively. The quotation includes all the labor to install and program the new controllers as well as some concrete and galvanized piping needed to mount the sensors. The total bid is \$5900. It was pointed out that the galvanized pipe can be included in the grant from the state and thus will be deducted from the actual total the association pays. The association is responsible for watering 4 acres of property which costs approximately \$25,000/year. The savings realized by the new controllers is said to be 10-20%, so we expect the new controllers to pay for themselves with water savings within the next few years.

The desiltation basin gate has been repaired so that the gates now open as they should.

The grass is not growing well at the monument on Hillside and Horizon. There are many palm roots there from the palm trees which do not allow grass to grow well. One suggestion might be to consider removing the grass and replacing it with ground cover and river rock, similar to the monument area on the corner of Hillside and Skyline. Another suggestion was made to look into replacing the grass with artificial turf. Fred will check into this and report back to the board at the next meeting.

Architectural Report: Julie Thomas, Member At Large, presented the Architectural report for April 2008.

The homeowners in Lot #41 would like to change their front yard, including removal of the small frontage wall and adding a water fountain. The materials used seem to be consistent with other yards in our association so Dave made a motion to accept the plans as presented by the homeowner. Fred seconded the motion. Vote: 4-0 in favor of the motion.

The homeowners in Lot #15 would like to dig out the hillside in their backyard a few more feet so that the hillside is even across their backyard and then build a small retaining wall to tie into an existing wall. All materials were to match existing concrete and colors. Fred made a motion to approve the building of the small wall as presented by the homeowner. Dave seconded the motion. Vote: 4-0 in favor of the motion.

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

New Business: Joe Raffa and Dave Hall agreed to start work on an association website. Dave will register the domain name www.caprihoa.org with the appropriate agency. He will then begin to research an appropriate host for no more than \$30/month for hosting and email services. John made a motion to allow Dave to spend a maximum of \$30/month to host the new website. Julie seconded the motion. Vote: 4-0 in favor of the motion.

Next Meeting: The next meeting will be held on Tuesday July 1, 2008, 7pm, at the Darroch residents, located at 4325 Skyline Rd.

The meeting was adjourned at 9:52pm.

Respectfully submitted,
John A. Darroch
Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
July 1, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

Vice President Fred Hauth called the meeting to order at: 7:06pm.

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

Homeowners
Present: Nick Giannotti

Approval of Meeting Minutes: John read the meeting minutes from the May 22, 2008 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 May 31, 2008. As of 05/31/08 our total current assets are \$93,210.11 with reserves accounting for \$75,862.69 of this total. Total Income for May was \$10,035.61 with operating expenses totaling \$7,345.71 leaving a net profit for the month of \$1,312.61 after interest adjustments and the reserve payment. There were no unusual expenses in the month of February; the water bill for May was \$778.38 over budget. Our year-to-date statements show that our current operating expenses are approximately \$4,160 under budget, mostly due to reduced landscaping repair costs (thanks, Fred!). We are operating at a year-to-date profit of approximately \$1,650.

The Aging Report from Lindsay showed no homeowners in significant default on HOA dues (over 60 days overdue). Thank you again for keeping your dues accounts up to date.

Landscape Report: Fred Hauth, Vice President presented the June Landscape report. The Laurel Sumac reported growing across the walk is slowly being removed, however there is still a large section located near lots 93 & 94 that we may have to pay Heaviland to cut down and remove. Fred has been successful in getting Heaviland to remove the brush so far at no charge so he will see if they will also remove these trees as well. Fred will report back next month.

The new weather stations are almost all installed. When the programming was being done, 1 of the stations was found to be defective, so it is being returned for a replacement. All stations will be installed before July 10th when Fred will meet with the County to show them our new water saving efforts. This should approve the grant money to be sent for the materials and parts. The labor portion, \$5100 will be paid by the association.

Fred has now made spreadsheets of all the water meters and their associated control boxes. He will now be able to track the exact number of units we are saving per control box and meter in the future. Thanks for your efforts in making sure we save more \$\$ Fred.

The monument grass located on the corner of Horizon and Hillside was reported to be in bad condition last month. Fred has since spoken to some companies about artificial grass, but it seems the area is too small for anyone to be interested. Since then Fred has replanted some grass seed and adjusted the sprinklers a little and the grass seems to be doing better. We will continue to monitor the corner to make sure the rehabilitation is complete.

Fred has removed the remains of the green plastic fence we installed to try and keep the rabbits off the grass. Since the rabbit just chew through the fence it has been removed to make the weeding behind the fence easier. Fred also looked into replacing the grass at the park with artificial turf. One company quoted him nearly \$60,000 so we won't be getting artificial turf at the park in the near future.

Architectural Report: The June Architectural report was not given.

The homeowner in Lot #61 would like to remove their existing front yard and replace everything. Their plans show new stamped colored concrete to match the house. A new courtyard wall will be built to extend the front courtyard with a new fountain and gate added. New planters will be added and trees planted. Both neighbors have already signed off on the plans. Dave made a motion to accept the plans as submitted by the homeowner. John seconded the motion. Vote 3-0 in favor of the motion.

Old Business: HOA website: The board approved the expense for a Capri HOA website at the last meeting. That website has been published, and the URL can be found at www.caprihoa.org. The site will provide access to the HOA CC&R's, articles of incorporation, architectural guidelines, and other information of interest to the community. Comments or suggestions for the website can be sent in via the form on the "Contact Us" page.

All pages on the website are readily accessible to the public with the exception of the financial page. The Financial Page is only accessible with a username and password; we intend to restrict access to the user name and password to homeowners in the HOA, since we will be posting the budget, financial status of the HOA, our insurance policy, and other sensitive materials on that page. Please keep the user name and password within our HOA community: they will be distributed in letter.

New Business: None

Next Meeting: The next meeting will be held on Thursday July 24, 2008, 7pm, at the Hauth residents, located at 4640 Sunburst 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 8:06pm.

Respectfully submitted,
John A. Darroch
Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
September 17, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 7:15pm.

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

Homeowners
Present: Judy Hauth, Diane & Brain Hankison

Approval of Meeting Minutes: John read the meeting minutes from the July 24, 2008 board meeting. Fred made a motion to accept the minutes as read. 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 July 31, 2008 and August 30, 2008. As of 07/31/08 our total current assets reached six figures at \$100,797.18 with reserves accounting for \$77,414.72 of this total. Total Income for July was \$10,475.23 with operating expenses totaling \$8,949.76 leaving a net loss for the month of \$443.76 after interest adjustments and the reserve payments (there were two reserve payments made in July). There were no unusual expenses for the month; the water bill was \$613 under budget.

As of 7/31/08 the Aging Report from Lindsay showed two homeowners with dues over 60 days overdue (lots 9 & 31). The board will follow up with those homeowners to ensure that the accounts are brought up to date.

As of 08/31/08 our total current assets were \$95,998.60 with reserves accounting for \$73,154.27 of this total. Total Income for August was \$10,500.05 with operating expenses totaling \$8,600.43 leaving a net profit for the month of \$1,060.07 after interest adjustments and the reserve payment. A check for \$5,100.00 was issued to Heaviland Enterprises from reserves for the installation of the new sprinkler controllers and associated moisture sensors. This was the association's part of the grant for the new computerized controllers; the grant from the county paid for the new equipment (approximately \$5,000 worth), and the association was responsible for the installation. We expect to see reduced water bills as a result of the new controllers (between 10% and 20% reduction) which should recoup the cost of their installation within the next two years.

The Aging Report from Lindsay shows the homeowner in lot 31 is \$164 past due in their HOA fees. The board will follow up with this homeowner to ensure that the account is brought up to date.

Dave received the draft of the full audit performed by Sonnenberg. The audit did not produce any large discrepancies between the internal books and the audit so Fred made a motion to accept the full audit as performed by Sonnenberg, Julie seconded the motion. Vote: 4-0 in favor of the motion.

Landscape Report: Fred Hauth, Vice President presented the July & August Landscape report. Fred reports that the grant inspection for the new water control boxes and sensor has been completed and approved by the county inspector. The check for Heaviland has been issued and sent to Fred. Ewing has provided us with the parts to complete the installation, without being paid first. However, Heaviland has not finished the programming of the new controllers, so Fred is holding Heaviland's check until the programming has been completed to his satisfaction. Once the work has been completed Fred will give the check to Heaviland for the labor and parts necessary to install the new control boxes and sensors. Fred, thank you for overseeing this important project by helping the association to take advantage of the county rebate and the use of new technology that will provide us with a much more efficient way to irrigate our landscaping and help to save a lot of money on water over the years to come.

Fred has mentioned that our aging sprinkler system is requiring more and more heads and valves to be replaced and/or repaired. Fred has been purchasing the parts for the repairs and Heaviland has been installing them free of charge. Thanks Fred for helping to obtain these additional savings. The board has approved Fred to continue replacing or repairing broken or damaged sprinkler heads and valves on an "as needed" basis.

It is again tree trimming time of the year and Fred has already obtained 3 quotations from different Arborists in the area. Pac West has submitted a bid of \$2800. New Way submitted a bid of \$5280 and North County Tree Service submitted a bid of \$5100. Based on previous experience with Pac West and the overwhelming difference in price the board has decided to hire Pac West to trim and prune our over 100 palms and various trees. Great job in obtaining the bids Fred, thanks again for saving the association more \$\$!

Architectural Report: Julie Thomas, Member at Large reports there was no new business for the July & August Architectural report.

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 Wednesday, October 22, 2008 at the Thomas residence, located at 4751 Sunburst 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 8:43pm.

Respectfully submitted,
John A. Darroch, Secretary

**SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
October 23, 2008
(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
David Hall, CFO
Julie Thomas, Member at large
John A. Darroch, Secretary

Homeowners
Present: None

Approval of Meeting Minutes: John read the meeting minutes from the September 17, 2008 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 September 30, 2008. As of 09/30/08 our total current assets were \$95,380.28 with reserves accounting for \$73,936.28 of this total. Total income for September was \$10,341.26 with operating expenses totaling \$10,521.28 leaving a net loss for the month of \$962.03 after interest adjustments and the reserve payment. A check for \$1,900.00 was issued to Sonnenberg & Company, CPA's in September to pay for the audit and tax preparation for the fiscal year ending June 30, 2008, which accounted for the negative cash flow for the month. We budgeted \$2,200 for the audit and tax preparation, but Sonnenberg allowed the association a \$300 courtesy discount due to our long-standing relationship with their firm. There were no other unusual expenses for the month beyond our continuing efforts to maintain and upgrade our landscape irrigation systems.

The Aging Report from Lindsay showed three homeowners with dues over 60 days overdue (lots 9, 31 and 98). The board will follow up with these homeowners to ensure that their accounts are brought up to date. Lindsay has already mailed a default notice to the homeowner in lot 98. 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 September Landscape report. Fred reports that Heaviland has agreed to roto-till and reseed the park lawn. Fred has already purchased \$222.00 worth of metal fence that will be installed by Heaviland to keep the rabbits off the newly seeded lawn.

Fred and Dave have both noticed that the water bills have been lower over the past 3 months by at least \$500. This could mean that some of our new controllers are not working correctly. Fred will be monitoring all zones to make sure adequate watering is being done. If there are any problems Fred will find them and fix them.

Pac West has just completed trimming and pruning 120 trees around the association property. Thanks to Pac West for doing a great job at an unbeatable price! Thanks to all our neighbors who took advantage of the great prices from Pac West and also got their trees trimmed.

Heaviland has just sprayed various areas to keep the wild grass down. This should help to reduce the amount of weeds.

Fred has requested the board purchase a remote control unit that allows him to control various zones with a control box from a remote location. This will save Fred a lot of walking back and forth when he is repairing broken sprinklers and valves. The cost of the remote control unit is approximately \$1000.00. Bill made a motion to allocate funds for the purchase of the remote control unit for Fred with the amount not to exceed \$1000.00. Dave seconded the motion. Vote: 4-0 in favor of the motion.

Architectural Report: Julie Thomas, Member at Large reports there was one item of new business in the September architectural report. The homeowner in Lot 97 would like to paint their house different colors than the approved colors in our neighborhood. The board spoke to the homeowner and was able to agree upon some new colors that were more in keeping with existing color schemes on other houses in our area. The board would appreciate it if homeowners would make sure that when painting their house they keep to the specified colors already approved for our association. Thank you to those homeowners who have already made the effort this month to have the exterior of their homes re-painted.

Old Business: Lot #31 has \$154.10 in past due HOA dues that are now well past 60 days. Dave will follow up with this homeowner to insure their account is brought up to date in a timely manner.

Fred reports that the \$5000.00 grant inspection for the new water controllers has been completed and approved by the County Water Inspector. The check should be issued to Sunset Place HOA by the end of October 2008. The installation charges of \$5100.00, from Heaviland, Inc. have been withheld until Heaviland, Inc. has completed total installation and the HOA has received the Grant money.

New Business: It is once again time to start the process of electing new board members. John will be heading the nominating committee. The board would like to know if there is any interest from any of the other homeowners in running for a position on the board next year? If so, we encourage you to contact John Darroch for further information. We will begin circulating proxies next month and want to please ask that all homeowners return your proxies before the annual meeting if you are not planning on attending. The annual meeting is scheduled for January 22, 2009 at Kelly Elementary School.

Next Meeting: The next meeting will be held on Wednesday, November 19, 2008 at the Darroch residence, located at 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 8:10pm.

Respectfully submitted,
John A. Darroch, Secretary

SUNSET PLACE ASSOCIATION OF CARLSBAD
BOARD OF DIRECTORS MEETING
November 19, 2008
(Minutes are unofficial until approved at next Board meeting)
Meeting Minutes

President William Burzynski called the meeting to order at: 7:14pm.

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: John read the meeting minutes from the October 23, 2008 board meeting. Fred made a motion to accept the minutes as read. 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 October 31, 2008. As of 10/31/08 our total current assets were \$95,738.94 with reserves accounting for \$75,058.05 of this total. Total Income for September was \$10,647.92 with operating expenses totaling \$8969.36 leaving a net profit for the month of \$556.79 after interest adjustments and the reserve payment. There were no unusual expenses for the month beyond our continuing efforts to maintain and upgrade our landscape irrigation systems.

Landscape Report: Fred Hauth, Vice President presented the October Landscape report. Fred reports that he has purchased the remote control for the sprinklers and valves and it works great. This is saving Fred both time and effort in going back and forth from each zone to the control boxes. This will speed up the time in which it currently takes Fred to manually turn on an off all of the various sprinkler zones around our association property.

Fred reports that the grass at the park is starting to grow back nicely. The fences seem to be working to keep both rabbits and dogs off the newly seeded area. Hopefully in another month or two the park will once again look nice.

Last month Fred reported noticing that the water bill was down drastically over previous periods. Since then Fred has checked some of the zones on Skyline and noticed that certain areas are not getting watered as needed by the new controllers. We are now making adjustments to these zones to make sure that the water is adequate. If anyone notices any area's that look brown or under-watered, please notify Fred immediately so that he can investigate. Fred will continue to check other zones as noticed or needed.

Architectural Report: Julie Thomas, Member at Large reports there are no new items of new business in the October architectural report.

Old Business: The Aging Report from Lindsay showed two homeowners with dues over 60 days overdue (lots 9 and 31 – primarily 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.

Fred has still not received the grant money from the County of San Diego for our irrigation upgrades, but the check should be coming any day now.

John will prepare a proxy for this year's annual board meeting and election of the new board members. Bill will draft a letter to accompany the proxy, which will be mailed to the homeowners by Lindsay in December.

New Business: The board has received a questionnaire and notification that the State has passed a new law mandating that the city and local residence "share" in the responsibility of the maintenance and repair of our Desiltation Basin, now called a "BMP" (Best Management Practices). The board will look into this matter further and report more at the next meeting.

Next Meeting: The next meeting will be the Annual Meeting held on Thursday January 22nd, 2008, 6:30 pm, at Kelly Elementary School Media Center, located at 4885 Kelly Dr. Please make sure you mark this very important meeting on your calendars now. We need to make sure we have a quorum on January 22nd, so if you can't make it please request a proxy from one of the board members and make sure you return it to them prior to the meeting. Thank you in advance for your support

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 8:29pm.

Respectfully submitted,
John A. Darroch, Secretary