

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
JANUARY 10, 2018**

BOARD MEMBERS PRESENT:

Courtney Krehbiel	President
Nick Brunski	Treasurer
Claudine Anderson	Member at Large / Architectural Chairperson

BOARD MEMBERS ABSENT:

Jim Peterson	Secretary
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ALSO PRESENT:

Kyle Kruger, CMCA, AMS	Lindsay Management Services
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CALL TO ORDER:

The Meeting was called to order at 4:55 P.M. by Courtney at 6126 Innovation Way Carlsbad, CA 92009.

OPEN FORUM:

No owners were in attendance for open forum.

GOVERNING DOCUMENTS:

The Board discussed the ongoing issues concerning palm trees being excluded from the Landscape Height restrictions. Upon motion made by Courtney, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved having Legal Counsel draft an amendment not to exceed \$400.00, for Lindsay Management to initiate services with The Inspectors of Election to act as the Inspector of Elections for the CC&R amendment not to exceed \$1,200.00 plus the cost of mailing the ballots, and to mail the amendment excluding palms from the landscape height restrictions in the CC&R for a secret ballot vote.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 5:15 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
JANUARY 24, 2018**

BOARD MEMBERS PRESENT:

Courtney Krehbiel	President
Nick Brunski	Treasurer
Claudine Anderson	Member at Large / Architectural Chairperson
Jim Peterson	Secretary

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS	Lindsay Management Services
Fred & Johnette Stickel	Homeowners; Landscape Committee Member
Nicco Lioce	Homeowner; Landscape Committee Member

CALL TO ORDER:

The Meeting was called to order at 6:25 P.M. by Courtney at the Harding Community Center.

MINUTES:

The Board reviewed the December 20, 2017 meeting minutes. Upon motion made by Claudine, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved the December 20, 2017 meeting minutes as presented.

Further discussion ensued regarding the January 10, 2018 meeting minutes. Upon motion made by Nick, seconded by Claudine, and unanimously carried, it was;

RESOLVED: the Board approved the January 10, 2018 meeting minutes as presented.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through December 31, 2017. Upon motion made by Nick, seconded by Claudine, and unanimously carried, it was:

RESOLVED: the Board approved to receive and file the Financial Statements through December 31, 2017 subject to yearend review by a certified public accountant.

Further discussion ensued regarding the 208/2019 Reserve Study update proposal. Upon motion made by Courtney, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved the Reserve Study proposal presented by Sonnenberg & Co. CPA's not to exceed \$475.00.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 24, 2018
MINUTES PAGE 2**

NEW BUSINESS:

The Board discussed the draft CC&R Amendment. Upon motion made by Courtney, seconded by Claudine, and unanimously carried, it was;

RESOLVED: to send the ballots setting the meeting 90 days after mailing if permitted by law, direct The Inspectors of Elections not to count ballots until 126 ballots have been received and to revisit the 126 ballot requirement after 120 days if 126 ballots have not been received.

Further discussion ensued regarding the cover letter for the amendment. Upon motion made by Claudine, seconded by Jim, and unanimously carried, it was;

RESOLVED: the Board provided approval for the Board President to draft the CC&R amendment cover letter after receiving initial input from other Board members and Management so that mailing of the amendment would not be delayed.

The Board reviewed the proposed renewal contract presented by Lindsay Management. Upon motion made by Courtney, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved the contract as presented by Lindsay Management Services for a 1 year term renewing on March 1, 2018 with no increase.

The Board discussed the renewal contract presented by Brithtview. Upon motion made by Courtney, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved the contract as presented by Brightview for a 1 year term renewing on March 1, 2018 with no increase.

The Board reviewed the proposal presented by Pacific Backflow to repair the backflow devices that failed the annual certification test. Upon motion made by Courtney, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved the proposal presented by Pacific Backflow to repair the 4735 Hillside and 4587 Sunnyhill backflow devices not to exceed \$520.00.

LANDSCAPE:

The Landscape Committee reported that the irrigation was inspected by the Committee as well as the Landscape Contractor. A report of the specific audits and details was received by Management and filed with the Associations records.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JANUARY 24, 2018
MINUTES PAGE 3**

ARCHITECTURAL:

The Board reviewed two applications presented by 4630 Sunburst, one to replace the beams over their entry way with matching roof material and another to paint their trim an approved color. Upon motion made by Claudine, seconded by Courtney, and unanimously carried, it was;

RESOLVED: the Board approved both applications as presented.

The Board reviewed the application presented by 4555 Sunnyhill to install solar panels. Upon motion made by Claudine, seconded by Courtney, and unanimously carried, it was;

RESOLVED: the Board approved the application as presented.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on December 20, 2017 following the open meeting. During the meeting the Board discussed Architectural Violations and directed Management to send notices and to contact Code Enforcement concerning one issue.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:24 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MARCH 28, 2018**

BOARD MEMBERS PRESENT:

Jim Peterson	President
Nick Brunski	Secretary/Treasurer
Claudine Anderson	Member at Large / Architectural Chairperson
Ilah Herndon	Vice President / Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS	Lindsay Management Services
Fred & Johnette Stickle	Homeowners; Landscape Committee Member
Luana Shinn	Homeowner

CALL TO ORDER:

The Meeting was called to order at 6:38 P.M. by Jim at the Harding Community Center.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

MINUTES:

The Board reviewed the January 24, 2018 meeting minutes. Upon motion made by Claudine, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved the January 24, 2018 meeting minutes as presented.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through February 28, 2018. Upon motion made by Nick, seconded by Claudine, and unanimously carried, it was:

RESOLVED: the Board approved to receive and file the Financial Statements through February 28, 2018 subject to yearend review by a certified public accountant.

Further discussion ensued regarding the 2018/2019 Reserve Study update. Upon motion made by Nick, seconded by Claudine, and unanimously carried, it was;

RESOLVED: the Board approved the Reserve Study as drafted by Sonnenberg & Co. CPA's..

The Board reviewed the draft budget as presented by Management. Upon motion made by Jim, seconded by Nick and unanimously carried, it was;

RESOLVED: the Board approved the draft budget as presented with minor amendments to the Reserve Allocation, Landscape Extras, and Tree Trimming Budget.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 28, 2018
MINUTES PAGE 2**

NEW BUSINESS:

The Board discussed the executive session approval concerning the process for seeking legal opinions and approving urgent contracts. Upon motion made by Jim, seconded by Claudine, and unanimously carried, it was;

RESOLVED: the Board ratified the delegated authority to allow Management and one Board member, if in agreement, to approve urgent expenses and contacting legal counsel for costs not to exceed \$500.00.

Further discussion ensued regarding the recent vacancies on the Board and need to reorganize. Upon motion made by Nick, seconded by Claudine, and unanimously carried, it was;

RESOLVED: the Board appointed Ilah to serve the remainder of her vacant term until the new Board is elected.

It was further resolved to appoint Jim as President, Ilah as Vice President, Nick as Secretary/Treasurer, and for Claudine to remain as member at large.

The Board reviewed the approvals that occurred at the January 10, 2018 Board meeting. Upon motion made by Claudine, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board voted to ratify all actions taken at the January Board meetings and any actions carried out by Courtney in the intended capacity as president.

The Board discussed the upcoming insurance renewal and option for terrorism coverage. Upon motion made by Claudine, seconded by Nick, and unanimously carried, it was;

RESOLVED: the Board approved denying the optional terrorism coverage.

OLD BUSINESS:

The Board discussed the current CC&R amendment and significant amount of ballots required. Upon motion made by Nick, seconded by Claudine, and unanimously carried, it was;

RESOLVED: the Board approved "TIE" to send reminder cards to all owners that have not submitted a CC&R amendment ballot not to exceed \$150.00.

LANDSCAPE:

The Landscape Committee reported that the irrigation was inspected by the Committee as well as the Landscape Contractor. A report of the specific audits and details was received by Management and filed with the Associations records.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 28, 2018
MINUTES PAGE 3**

ARCHITECTURAL:

The Board reviewed an application presented by 4626 Pannonia Rd. for a previously converted window to a door and installing the landing/stairs to comply with building code. Upon motion made by Claudine, seconded by Jim, and unanimously carried, it was;

RESOLVED: the Board approved the application with the conditions that either a window covering be installed or a hedge planted to provide privacy between the properties and that only the pad/stairs for the door be permitted with the current application.

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on January 24, 2018, February 14, 2018, March 2, 2018, and March 14, 2018. During the executive session meetings the Board discussed formation of contracts, matters of potential litigation, owner requests, held hearings and assessed fines, discussed collection matters, and discussed various architectural violations. Additionally the Board approved Management to contact the Associations attorney.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:35 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
APRIL 25, 2018**

BOARD MEMBERS PRESENT:

Jim Peterson	President
Nick Brunski	Secretary/Treasurer
Claudine Anderson	Member at Large / Architectural Chairperson
Ilah Herndon	Vice President / Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS	Lindsay Management Services
Fred Stickel	Homeowners; Landscape Committee Member
Robert Kosse	Homeowner
Lillie Ayala	Homeowner

CALL TO ORDER:

The Meeting was called to order at 6:30 P.M. by Jim at the Harding Community Center.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

MINUTES:

The Board reviewed the March 28, 2018 meeting minutes. Upon motion made by Claudine, seconded by Nick, and unanimously carried, it was;

RESOLVED: to approve the March 28, 2018 meeting minutes as presented.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through March 31, 2018. Upon motion made by Nick, seconded by Ilah, and unanimously carried, it was:

RESOLVED: to receive and file the financial statements subject to yearend review by a certified public accountant.

LANDSCAPE:

The Landscape Committee reported that the irrigation was inspected by the Committee as well as the Landscape Contractor. A report of the specific audits and details was received by Management and filed with the Associations records.

Further discussion ensued regarding the irrigation proposal presented by Brightview. Upon motion made by Nick, seconded by Claudine, and unanimously carried, it was;

RESOLVED: to ratify the irrigation proposal approval in the amount of \$156.33.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
APRIL 25, 2018
MINUTES PAGE 2**

ARCHITECTURAL:

The Board reviewed an application presented by 4546 Horizon for window & door modifications and making minor changes to exterior walls similar to what has been done on other homes. Upon motion made by Claudine, seconded by Nick, and unanimously carried, it was;

RESOLVED: to approve the application as presented subject to the owner obtaining permits.

Further discussion ensued regarding the application presented by 4515 Sunnyhill to replace the driveway with pavers. Upon motion made by Claudine, seconded by Nick, and unanimously carried, it was;

RESOLVED: to approve the application as presented subject to the Tuscan color sample provided to the ARC committee being used.

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on March 28, 2018 and approved the January 24, 2018, February 14, 2018, March 2, 2018, and March 14, 2018 executive session meeting minutes. During the executive session meeting the Board held a hearing with an owner. Additionally, the Board approved legal counsel to review correspondence from an owner and to respond to another owner regarding a collection matter.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:05 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
MEETING OF THE MEMBERSHIP
APRIL 26, 2018**

BOARD MEMBERS PRESENT:

Ilah Herndon Vice President / Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

Jim Peterson President
Nick Brunski Secretary/Treasurer
Claudine Anderson Member at Large / Architectural Chairperson

ALSO PRESENT:

Kyle Kruger, CMCA, AMS Lindsay Management Services
The Inspectors of Elections
Numerous Interested Homeowners

CALL TO ORDER:

The Meeting was called to order at 4:00 P.M. by _____ from The Inspectors of Elections located at 6126 Innovation Way Carlsbad, CA 92009.

CC&R AMENDMENT:

It was announced that quorum was established with 78.5% (110) of the membership represented in person or by secret ballot.

RESULTS: With 95 votes in favor and 15 votes against the proposed CC&R amendment did not pass a result of the requirement to obtain approval by 75% of the membership.

ADJOURNMENT:

There being no further business to discuss, the membership meeting adjourned at 4:30 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MAY 9, 2018**

BOARD MEMBERS PRESENT:

Jim Peterson	President
Nick Brunski	Secretary/Treasurer
Claudine Anderson	Member at Large / Architectural Chairperson
Ilah Herndon	Vice President / Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS	Lindsay Management Services
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CALL TO ORDER:

The Meeting was called to order at 5:45 P.M. by Jim at the Harding Community Center following the closed executive session.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ARCHITECTURAL:

The Board reviewed 2 applications presented by 4308 Horizon Dr. for window replacement and a second application for painting. Upon motion made by Claudine, seconded by Jim, and unanimously carried, it was;

RESOLVED: to approve the applications as presented.

Further discussion ensued regarding an owners request to have a POD in their driveway during construction. Upon motion made by Ilah, seconded by Nick, and carried, it was;

RESOLVED: to deny the request to allow a POD to be placed in the driveway as a result of the CC&R preventing a temporary storage structure to be placed on the property. .

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on April 25, 2018. During the executive session meeting the Board held a hearing with an owner and voted to assess a fine to be removed in 6 months if the violation does not occur again.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 5:55 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MAY 9, 2018**

BOARD MEMBERS PRESENT:

John Darroch	President
Al Bernotas	Treasurer
William Kloetzer	Vice President
John Quartarone	Secretary
Linda Romine	Member @ Large

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS Lindsay Management Services

CALL TO ORDER:

The Meeting was called to order at 6:45 P.M. by Kyle Kruger at the Harding Community Center following the annual meeting.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ORGANIZATIONAL:

The Board reviewed the open positions and members that would fill each position. Upon motion made, seconded, and unanimously carried, it was;

RESOLVED: to fill the director positions as noted in the aforementioned list of directors present.

COMMUNICATIONS:

The Board discussed the website and various community communication issues. Upon motion made by Al, seconded by Bill, and unanimously carried, it was;

RESOLVED: to approve appointing Courtney Krehbiel to the communications committee and to have Courtney handle the website upkeep and announcements.

It was further resolved to only allow non HOA member committee members if the following conditions are met:

- a. The person resides in Sunset Place HOA
- b. The person is related by blood, marriage, or partnership (no including business partnership) to a member of the Sunset Place HOA.

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on May 9, 2018 and approved Management sending a Hearing Results Notice.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:15 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MAY 16, 2018**

BOARD MEMBERS PRESENT:

John Darroch	President
Al Bernotas	Treasurer- Architectural Committee Chairperson
William Kloetzer	Vice President
John Quartarone	Secretary
Linda Romine	Member @ Large- Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS Lindsay Management Services

CALL TO ORDER:

The Meeting was called to order at 6:00 P.M. by Board President, John Darroch, at 4741 Sunburst.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board. Previous Board members and committee members provided lengthy descriptions of tasks associated with committees and board positions.

ARCHITECTURAL COMMITTEE:

The Board discussed the need for a Board member chairperson for the Architectural Committee. Upon motion made by John D., seconded by Bill, and unanimously carried, it was;

RESOLVED: to appoint Al Bernotas as the Architectural Committee Chairperson.

Further discussion ensued regarding the Architectural Walkthrough Inspections. Upon motion made by Al Bernotas, seconded by John D., and unanimously carried, it was;

RESOLVED: the Board appointed Nick Brunski and Claudine Anderson to the Architectural Committee.

It was further resolved to allow the continuation of the authority to perform the Architectural Violation Inspections and authorize letters to be sent to the same extent the committee previously held.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MAY 16, 2018
PAGE 2**

LANDSCAPE COMMITTEE:

The Board discussed the monthly walkthrough schedule, Landscape Committee tasks, and current members, Nicco Lioce, Fred Stickel, and Micheaux Hall's request that a Board member committee chairperson be appointed to attend the walkthroughs and represent the committee to the Board. Upon motion made by John D., seconded by Bill, and unanimously carried, it was;

RESOLVED: to appoint Linda Romine as the Landscape Committee Chairperson and to continue the monthly walkthroughs on the first Wednesday of the month.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 6:50 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MAY 31, 2018**

BOARD MEMBERS PRESENT:

John Darroch	President
Al Bernotas	Treasurer- Architectural Committee Chairperson
William Kloetzer	Vice President
Linda Romine	Member @ Large- Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

John Quartarone	Secretary
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ALSO PRESENT:

Amanda Weatherly, CMCA	Lindsay Management Services
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CALL TO ORDER:

The Meeting was called to order at 6:31 P.M. by Board President, John Darroch, at 3069 Harding St., Carlsbad.

MINUTES:

The Board reviewed the previous meeting minutes of April 25, 2018, May 9, 2018 – 5:45pm, May 9, 2018 – 6:45pm, May 16, 2018. Upon motion made by Al, seconded by Linda, and unanimously carried, it was;

RESOLVED: the Board approved the prior meeting minutes as presented.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through April 30, 2018. Upon motion made by Al, seconded by John, and unanimously carried, it was:

RESOLVED: the Board approved to receive and file the Financial Statements through April 30, 2018 subject to yearend review by a certified public accountant.

Further discussion ensued regarding the 2017/18 Year-End Review proposal. Upon motion made by John, seconded by Al, and unanimously carried, it was;

RESOLVED: the Board approved the year-end review to be performed by Sonnenberg not to exceed \$1400.00.

NEW BUSINESS:

The Board discussed the revisions to the CC&r's/By-Law Amendment. Upon motion made by John, seconded by Bill, and unanimously carried, it was;

RESOLVED: the Board approved having the attorney draft a bylaw amendment that prevents any member of the Association from being a contractor or employee for the Association; to draft an amendment to change the terms to 2 year staggered terms for all board members; and to resend the CC&R amendment to exclude palm trees from the 24' height restriction using The Inspectors of Election, not to exceed \$1400.00 for inspector of election and \$600.00 for legal fees.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
MARCH 28, 2018
MINUTES PAGE 2**

OLD BUSINESS:

The Board discussed the annual calendar. No action needed at this time.

LANDSCAPE:

The Board reviewed the site assessment report. The June walk around is scheduled for June 21st.

Ratify Proposal Approval: Discussion ensued regarding the bid. Management will find out what work was performed and have Brightview return the broken parts. Upon motion made by Linda, seconded by John, and unanimously carried, it was;

RESOLVED: the Board approved ratifying approval at the cost of \$395.16, pending Brightview returns the broken parts to the HOA and gives a description of the work performed.

Bait Station Proposal – Board reviewed two proposals submitted from Bugs Bee Dead and Brightview. Upon motion made by Linda, seconded by Al, and unanimously carried, it was;

RESOLVED: the Board approved Brightview to install eight bait stations for a three month period at a flat rate of \$312.00.

Committee Chairperson Report – Irrigation Audit Report – The landscape committee gave a brief description of the irrigation work to be performed.

ARCHITECTURAL:

The Board reviewed an application presented by 4306 Horizon for window replacement. Upon motion made by Al, seconded by John, and unanimously carried, it was;

RESOLVED: the Board approved the architectural application for 4306 Horizon to replace windows as submitted.

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on April 25, 2018, May 9, 2018, and May 16, 2018. During the executive session meetings the Board discussed formation of contracts, matters of potential litigation, owner requests, held hearings and assessed fines, discussed collection matters, and discussed various architectural violations.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board. Items were discussed as follows: CC&RS/Bylaw amendment

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:04 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
JUNE 27, 2018**

BOARD MEMBERS PRESENT:

John Darroch	President
Al Bernotas	Treasurer- Architectural Committee Chairperson
John Quartarone	Secretary
William Kloetzer	Vice President
Linda Romine	Member @ Large- Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS Lindsay Management Services

CALL TO ORDER:

The Meeting was called to order at 6:31 P.M. by Board President, John Darroch, at the Harding Community Center.

MINUTES:

The Board reviewed the meeting minutes from May 31, 2018. Upon motion made by John D, seconded by Linda, and unanimously carried, it was;

RESOLVED: to approve the meeting minutes of May 31, 2018 as presented.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through May 31, 2018. Upon motion made by Al, seconded by John Q., and unanimously carried, it was:

RESOLVED: to receive and file the Financial Statements through May 31, 2018 subject to yearend review by a certified public accountant.

OLD BUSINESS:

The Board discussed the draft By-Law amendment as prepared by the Associations legal counsel. Upon motion made by John D., seconded by Al, and unanimously carried, it was;

RESOLVED: to mail the By-Law amendment as presented without further changes.

It was further resolved to have legal counsel draft a change to the CC&R amendment to grant the Board the Authority to create operating rules to restrict the height of landscaping.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 27, 2018
MINUTES PAGE 2**

LANDSCAPE:

The Board reviewed the approved work order for Brightview to rebuild a broken valve. Upon motion made by John D., seconded by John Q., and unanimously carried, it was;

RESOLVED: the Board voted to ratify the repair work order for the amount of \$185.00

Further discussion ensued regarding the urgent need for gopher treatment in the community. Upon motion made by Al, seconded by Linda, and unanimously carried, it was;

RESOLVED: to approve the proposal presented by Brightview for gopher treatment not to exceed \$252.00.

The Board reviewed the proposal from Brightview for removal of the dead palm tree on Hillside. Upon motion made by Linda, seconded by John D., and unanimously carried, it was;

RESOLVED: to approve removal of the palm not to exceed \$260.00 without stump removal subject to checking if Zuniga is less expensive.

The Board addressed the concerns presented by the Landscape Committee concerning the cost of the irrigation components provided by Brightview. Upon motion made by John D., seconded by Linda, and unanimously carried it was:

RESOLVED: the Board approved opening a credit account with Ewing with Ilah, Nico, Fred, Linda, and John as authorized representatives subject to restricting purchases to \$150.00 per month for renovation parts and any cost as needed for leak repair parts.

The Board reviewed a proposal presented by Brightview for relocating and changing out sprinkler heads. Upon motion made by Linda, seconded by Al, and unanimously carried, it was:

RESOLVED: to approve Nico to purchase the parts from Ewing and authorize Brightview to perform the work for labor cost only subject to confirming that an extra technician will be sent and not the routine worker for the additional cost.

Committee Report – Irrigation Audit Report – The landscape committee gave a brief description of the irrigation work to be performed.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JUNE 27, 2018
MINUTES PAGE 3**

ARCHITECTURAL:

The Board reviewed an application presented by 4545 Sunnyhill for extending their home out in the front and replacing/adding a stucco masonry wall on the sides of their home and glass fence on for the back in accordance with the requirements of the Architectural Guidelines. Upon motion made by AI, seconded by John, and unanimously carried, it was;

RESOLVED: the Board approved the architectural application as presented subject to final plans for the wall / fence being submitted and that said plans conform to the Associations Architectural Guidelines.

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on May 31, 2018. During the executive session meeting the Board discussed, matters of potential litigation, owner requests, collections, and discussed various architectural violations.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:56 PM.

Attest

Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
JULY 25, 2018**

BOARD MEMBERS PRESENT:

John Darroch	President
Al Bernotas	Treasurer- Architectural Committee Chairperson
John Quartarone	Secretary
William Kloetzer	Vice President
Linda Romine	Member @ Large- Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Kyle Kruger, CMCA, AMS Lindsay Management Services

CALL TO ORDER:

The Meeting was called to order at 6:32 P.M. by Board President, John Darroch, at the Harding Community Center.

MINUTES:

The Board reviewed the meeting minutes from June 27, 2018. Upon motion made by John D, seconded by William, and unanimously carried, it was;

RESOLVED: to approve the meeting minutes of June 27, 2018 as amended.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through June 30, 2018. Upon motion made by Al, seconded by John D., and unanimously carried, it was:

RESOLVED: to receive and file the Financial Statements through June 30, 2018 subject to yearend review by a certified public accountant.

Further discussion ensued regarding delinquent account number 00S9000071. Upon motion made, seconded, and unanimously carried, it was;

RESOLVED: to approve Lindsay Management to record a Lien for delinquent assessments on account # 00S900071.

The Board reviewed the proposed resolution by the Associations Attorney concerning delinquent account # 00S9000312. Upon motion made, seconded, and unanimously carried it was,

RESOLVED: in accordance with the Association's assessment collection policy, a Notice of Delinquent Assessment shall be recorded against the following real property (account # 00S9000312) because the assessments due with respect to such property are delinquent.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 25, 2018
MINUTES PAGE 2**

NEW BUSINESS:

The Board discussed numerous e-mails received from upset owners concerning unsolicited e-mails received from one of the Sunset Place Owners. The e-mails indicated that the palms in Sunset Place were all diseased and needed to be removed immediately for safety reasons. Additionally the Board received communications from the same owner indicating the same and containing an informal opinion from an arborist that had been sent pictures of the palms agreeing that they were diseased. The aforementioned arborist was not certified as a consulting arborist or contracted to provide a formal opinion. As a result the Board contracted with a certified consulting arborist qualified to assess the situation to review the health and safety concerns associated with the palms. It was found that the palms do not require immediate removal, for the most part are in good health, and some current fungus infections can be treated and/or fixed on their own. It was also found that the main cause, tree trimming using spikes and climbers had been resolved years ago. Upon motion made by John D., seconded by John Q., and unanimously carried, it was;

RESOLVED: to accept the consulting arborists report as presented.

It was further resolved to approve the proposal presented by Brightview to add top soil around the base of 41 palms not to exceed \$656.39 to mitigate any potential damage at a relatively minimal cost while the Board proceeds with an amendment that, if approved, will allow the palms to remain.

OLD BUSINESS:

The Board discussed the draft CC&R amendment language that would exempt palms from the 24' height restriction, but give the Board to adopt operating rules that would restrict the height, location, and quantity of landscaping in hopes that the added language would alleviate some owners concerns that if the amendment passes no path to resolution on nuisance landscaping or excessive palms will remain. Upon motion made by William, seconded by Al, and unanimously carried, it was:

RESOLVED: to approve the draft language and send the amendment to the membership.

LANDSCAPE:

Discussion ensued regarding the numerous dead New Zealand Tea Trees throughout the slope common maintenance area. Upon motion made by Al., seconded by Linda, and unanimously carried, it was;

RESOLVED: the Board approved the Landscape Committee to mark up to 25 New Zealand Tea Trees with orange marking paint for removal with the final cost to be paid for from reserves under the tree replacement line item. It was noted that the amount would not exceed the Reserve Budget.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
JULY 25, 2018
MINUTES PAGE 3**

LANDSCAPE CONTINUED:

Further discussion ensued regarding a request by the Landscape Committee to receive approval from the Board to approve and move forward with the 2018-2019 plantings without further Board approval so long as the Committee stays within a specified amount. Upon motion made by John D., seconded by John Q., and unanimously carried, it was;

RESOLVED: to approve the committee to authorize landscape work to be completed so long as the combined irrigation repair, water, landscape plantings, and other landscape general ledger accounts to not exceed the aggregate total of the aforementioned general ledger budgets subject to all approved proposals being sent to Management for review by the Board at the first following Board meeting.

Committee Report – Irrigation Audit Report – The landscape committee gave a brief description of the irrigation work to be performed, all sprinklers were reported to be spraying landscape only and no surrounding structure.

EXECUTIVE SESSION SUMMARY:

The Board met in executive session on June 27. During the executive session meeting the Board discussed, matters of potential litigation, owner requests, collections, and discussed various architectural violations.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:50 PM.

Attest

7793-Minutes-7-25-18 – KGK


Date 9/26/18

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
AUGUST 29, 2018**

BOARD MEMBERS PRESENT:

John Darroch	President
Al Bernotas	Treasurer- Architectural Committee Chairperson
John Quartarone	Secretary
William Kloetzer	Vice President
Linda Romine	Member @ Large- Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

None

ALSO PRESENT:

Shawna Mathews Lindsay Management Services

CALL TO ORDER:

The Meeting was called to order at 6:40 P.M. by Community Manager, Shawna Mathews, at the Harding Community Center.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on August 29, 2018. During the Executive Session meeting the Board discussed, matters of potential litigation, owner requests, collections, and discussed various architectural violations.

MINUTES:

The Board reviewed the meeting minutes from July 25, 2018. Upon motion made by Al, seconded by John D, and unanimously carried, it was;

RESOLVED: to approve the meeting minutes of July 25, 2018 as amended.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through July 31, 2018. Upon motion made by Al, seconded by John D., and unanimously carried, it was:

RESOLVED: to receive and file the Financial Statements through July 31, 2018 subject to yearend review by a certified public accountant.

The Board reviewed the audit/review submitted by Sonnenberg & CO., CPA's. Upon motion made, seconded, and unanimously carried it was,

RESOLVED: that the Board approve the audit/review as submitted, but, would like for a pie chart of the financials included with the mailing of the audit/review to the Membership.

NEW BUSINESS:

Reserve Study Proposal

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 29, 2018
MINUTES PAGE 2**

The Board reviewed the 2019 reserve study proposal submitted by Sonnenberg & Co., CPA's. Upon motion made by John D., seconded by Al, and unanimously carried, it was;

RESOLVED: that the Board approve the proposal submitted by Sonnenberg & Co., CPA's for the 2019 reserve study (with onsite inspection) for \$1,075.00.

2019 Review and Tax Proposal

The Board reviewed the proposal submitted by Sonnenberg & Co., CPA's for the 2019 audit/review of the financial statements. Upon motion made by John D., seconded by John Q., and unanimously carried, it was;

RESOLVED: that the Board approve the proposal submitted by Sonnenberg & Co., CPA's for the 2019 audit/review of the financial statements for \$1,400.00.

OLD BUSINESS:

CC&R /By-Law Amendment

The Board discussed the verbiage in the amendment drafted by The Inspectors of Election. Management was asked to reach out to Jay Brown (Legal Counsel) to see if the interpretation/response he sent the Board of the amendment could be sent to the owners along with other documents and if it could be made legally binding somehow for future Boards.

Annual Calendar

The Board reviewed the 2018 Annual Calendar. Upon motion made by John D., seconded by Linda, and unanimously carried, it was;

RESOLVED: that Management obtain proposals for the landscape maintenance contract from three companies and is to coordinate for each company to meet the Landscape Committee onsite prior to submitting a proposal.

LANDSCAPE:

Committee Chairperson Report

Ilah and Nico discussed progress made as well as future plans for landscape improvements. Upon motion made, seconded and unanimously carried, it was;

RESOLVED: that the Board approve the Committees plans for landscape improvements in September for a total of \$5,052.15 (to be paid from reserves)as well as plans for October for a total of \$6,352.36 (to be paid from the landscape budget).

Nico submitted receipts for items purchased related to the landscaping. Management is to issue a reimbursement check for a total of \$63.13.

The Landscape Committee has reached out to the Fire Department on several different occasions (even had an appointment set up and the Fire Department did not show up) to show them the Sumac issue throughout the community in hopes of having it removed as it is a fire hazard.

Brightview QSA Report

No action needed.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
AUGUST 29, 2018
MINUTES PAGE 3**

ARCHITECTURAL:

New Applications/Requests

The Board reviewed four (4) Architectural Applications. Upon motion made by AI, seconded by John D., and unanimously carried, it was;

RESOLVED: that the Board approve the application submitted by 4711 Sunburst for the installation of solar panels subject to approval and permits by City as well as approval by SDG&E.

RESOLVED: that the Board approve the application submitted by 4670 Sunburst for painting, as submitted.

RESOLVED: that the Board approve the application submitted by 4291 Skyline for the addition of concrete in the front yard, as submitted.

RESOLVED: that the Board approve the application submitted by 4291 Skyline for grass removal and landscaping stone added to the sidewalk, as submitted.

Monthly Architectural Walk/Schedule

No action taken.

Correspondence

No correspondence submitted.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 8:26 PM.

Attest

7793-Minutes-8-29-18 - SM

Date

10/24/18

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
SEPTEMBER 26, 2018**

BOARD MEMBERS PRESENT:

John Darroch	President
John Quartarone	Secretary
Linda Romine	Member @ Large- Landscape Committee Chairperson

BOARD MEMBERS ABSENT:

William Kloetzer	Vice President
Al Bernotas	Treasurer- Architectural Committee Chairperson

ALSO PRESENT:

Shawna Mathews	Lindsay Management Services
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CALL TO ORDER:

The Meeting was called to order at 6:40 P.M. by Community Manager, Shawna Mathews, at the Harding Community Center.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on September 26, 2018. During the Executive Session meeting the Board discussed, matters of potential litigation, owner requests, collections, and violations.

MINUTES:

The Board reviewed the meeting minutes from August 29, 2018. Upon motion made by John D., seconded by John Q., and unanimously carried, it was;

RESOLVED: to approve the meeting minutes of August 29, 2018 as amended.

FINANCIAL REPORT:

The Board tabled review of the Financial Statements through August 31, 2018 until the October meeting,

NEW BUSINESS:

LMS Action List

No action needed.

Community Garage Sale Request

The Board approved a request to hold a community wide garage sale on November 3, 2018 from 8:00 am to 1:00 pm.

OLD BUSINESS:

CC&R /By-Law Amendment

No action needed.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
SEPTEMBER 26, 2018
MINUTES PAGE 2

Annual Calendar

The Board reviewed the 2018 Annual Calendar. No action needed.

LANDSCAPE:

Committee Chairperson Report

Ilah and Nico discussed progress made as well as future plans for landscape improvements.

Brightview QSA Report

No action needed.

Irrigation Audits

No action needed.

Fire Prevention

Management was directed to obtain two more proposals for removal of the Sumac.

ARCHITECTURAL:

New Applications/Requests

No new applications submitted.

Correspondence

No correspondence submitted for review.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 8:02 PM.

Attest

7793-Minutes-9-26-18 - SM

Date

10/24/18

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
SPECIAL MEETING OF THE MEMBERS AND PROPOSED AMENDMENT TO CCR'S
& BYLAWS VOTE
OCTOBER 17, 2018**

PRESENT:

20 Interested homeowners

Shawna Mathews	Lindsay Management Services
Kurtis Peterson	The Inspectors of Election
Andrea Lassiter	The Inspectors of Election

CALL TO ORDER:

The Meeting was called to order at 4:00 P.M. by homeowner Linda Romine, at the office of Lindsay Management Services.

QUORUM:

It was announced that Quorum was established with 91% members represented in person or by Secret Ballot.

CLOSE THE POLLS:

The polls were closed at 4:01 pm.

INSPECTOR OF ELECTIONS:

Kurtis Peterson and Andrea Lassiter of The Inspectors of Election served as the inspectors.

RESULTS:

Both amendments passed and the results were announced as follows:

- **CCR amendment to exempt palm trees from height limitation**
111 voted yes
17 voted no

- **Bylaw amendment to change Directors terms**
108 voted yes
17 voted no
3 abstained

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 4:20 PM.



Attest

11/27/18
Date

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
OCTOBER 24, 2018**

BOARD MEMBERS PRESENT:

Al Bernotas	Treasurer- Architectural Committee Chairperson
John Darroch	President
John Quartarone	Secretary
Linda Romine	Member @ Large- Landscape Committee Chairperson
William Kloetzer	Vice President

ALSO PRESENT:

Shawna Mathews Lindsay Management Services
Several Interested Homeowners

CALL TO ORDER:

The Meeting was called to order at 6:32 P.M. by Community Manager, Shawna Mathews, at the Harding Community Center.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on October 24, 2018. During the Executive Session meeting the Board discussed, matters of potential litigation, owner requests, collections, and violations.

MINUTES:

The Board reviewed the meeting minutes from September 26, 2018. Upon motion made by John D., seconded by Linda, and unanimously carried, it was;

RESOLVED: to approve the meeting minutes of September 26, 2018 as amended.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through August 31, 2018 and September 30, 2018. Upon motion made by Al, seconded by John D., and unanimously carried, it was:

RESOLVED: to receive and file the Financial Statements through August 31, 2018 and September 30, 2018 subject to yearend review by a certified public accountant.

NEW BUSINESS:

LMS Action List

No action needed.

OLD BUSINESS:

Annual Calendar

The Board reviewed the 2018 Annual Calendar. No action needed.

SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
OCTOBER 24, 2018
MINUTES PAGE 2

LANDSCAPE:

Committee Chairperson Report

Linda provided those in attendance with an update relative to the landscape maintenance proposals being obtained.

Brightview QSA Report

No action needed.

Irrigation Audits

No action needed.

Upon motion made by Linda, seconded by John D. and unanimously carried, it was;

RESOLVED: that the Board approve the proposal submitted by Union Tree Service, in the amount of \$4,440.00 to the Palm Trees and Ash Trees so long as they confirm the price is still valid and that they will use a bucket truck.

ARCHITECTURAL:

New Applications/Requests

The Board reviewed one Architectural Application. Upon motion made by AI, seconded by Linda, and unanimously carried, it was;

RESOLVED: that the Board approve the application submitted by 4724 Sunburst for the installation of an AC unit subject to approval and permits by the City.

Correspondence

No correspondence submitted for review.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:41 PM.

Attest

7793-Minutes-10-24-18 - SM

Date

11/22/18

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
NOVEMBER 28, 2018**

BOARD MEMBERS PRESENT:

Al Bernotas	Treasurer- Architectural Committee Chairperson
John Darroch	President
John Quartarone	Secretary
Linda Romine	Member @ Large- Landscape Committee Chairperson
William Kloetzer	Vice President

ALSO PRESENT:

Shawna Mathews Lindsay Management Services
Several Interested Homeowners

CALL TO ORDER:

The Meeting was called to order at 6:38 P.M. by Community Manager, Shawna Mathews, at the Harding Community Center.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on November 28, 2018. During the Executive Session meeting the Board held a hearing and discussed matters of potential litigation, owner requests, collections, and violations.

MINUTES:

The Board reviewed the meeting minutes from October 17, 2018 and October 24, 2018. Upon motion made by Al., seconded by John Q., and unanimously carried, it was;

RESOLVED: to approve the meeting minutes of October 17, 2018 and October 24, 2018 as amended.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through October 31, 2018. Upon motion made by Al, seconded by John D., and unanimously carried, it was:

RESOLVED: to receive and file the Financial Statements through October 31, 2018 subject to yearend review by a certified public accountant.

NEW BUSINESS:

LMS Action List

No action needed.

OLD BUSINESS:

Annual Calendar

The Board reviewed the 2018 Annual Calendar. No action needed.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
NOVEMBER 28, 2018
MINUTES PAGE 2**

LANDSCAPE:

Committee Chairperson Report

Linda provided those in attendance with an update relative to the landscape maintenance proposals being obtained.

Brightview QSA Report

No action needed.

Irrigation Audits

No action needed.

ARCHITECTURAL:

New Applications/Requests

No action needed.

Correspondence

No correspondence submitted for review.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

ADJOURNMENT:

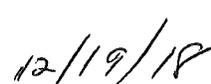
There being no further business to discuss, the open meeting adjourned at 7:46 PM.

Attest

7793-Minutes-11-28-18 - SM



Date



**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTOR'S MEETING
DECEMBER 19, 2018**

BOARD MEMBERS PRESENT:

Al Bernotas	Treasurer- Architectural Committee Chairperson
John Darroch	President
John Quartarone	Secretary
Linda Romine	Member @ Large- Landscape Committee Chairperson
William Kloetzer	Vice President

ALSO PRESENT:

Shawna Mathews Lindsay Management Services
Several Interested Homeowners

CALL TO ORDER:

The Meeting was called to order at 6:35 P.M. by Community Manager, Shawna Mathews, at the Harding Community Center.

EXECUTIVE SESSION SUMMARY:

The Board met in Executive Session on December 19, 2018. During the Executive Session meeting the Board held a hearing and discussed matters of potential litigation, owner requests, collections, and violations.

MINUTES:

The Board reviewed the meeting minutes from November 28, 2018. Upon motion made by Al., seconded by Linda, and unanimously carried, it was;

RESOLVED: to approve the meeting minutes of November 28, 2018 as submitted.

FINANCIAL REPORT:

The Board reviewed the Financial Statements through November 30, 2018. Upon motion made by Linda, seconded by John Q., and unanimously carried, it was:

RESOLVED: to receive and file the Financial Statements through November 30, 2018 subject to yearend review by a certified public accountant.

RESOLVED: to file a lien on account #00S9000312 for non-payment of dues.

NEW BUSINESS:

LMS Action List

No action needed.

OLD BUSINESS:

Annual Calendar

The Board reviewed the 2018 Annual Calendar. No action needed.

**SUNSET PLACE-CAPRI HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING
DECEMBER 19, 2018
MINUTES PAGE 2**

LANDSCAPE:

Committee Chairperson Report

Linda provided those in attendance with an update relative to the landscape maintenance proposals being obtained and notified the Board of their recommendation to stay with Brightview for landscape maintenance services. The Board thanked the Landscape Committee for their hard work and efforts. Upon motion made by AI, seconded by John D., and unanimously carried, it was:

RESOLVED: to approve renewal of the Brightview landscape maintenance contract for \$8,000.00 per month.

Brightview QSA Report

The Board reviewed the report and management was directed to obtain proposals for Monthly vertebrate treatment from two pest control companies for review at the January 2019 Board meeting.

Irrigation Audits

No action needed.

ARCHITECTURAL:

New Applications/Requests

No action needed.

Correspondence

No correspondence submitted for review.

OPEN FORUM:

Owners in attendance were provided an opportunity to address the Board.

The town hall meeting relative to the implementation process for landscape guidelines is scheduled for January 16, 2019. All new landscape rules will be compliant with Civil Codes 4355, 4360 and 4365.

ADJOURNMENT:

There being no further business to discuss, the open meeting adjourned at 7:36 PM.

Attest

7793-Minutes-12-19-18 - SM

Date

1/23/19