

Approved: February 6, 2017

**Solana Community Association
Solana Courtyards Homeowners Association
Solana Estate Lots Homeowners Association
Minutes of the March 22, 2018 Combined Board Meeting**

Call to Order

The meeting was called to order at 6:00 PM.

Roll Call

Board members present included:

Solana Community Association Board:

Dave Fickes
Bruce Emery
Sandy Massoth
Joe Pancoast

Solana Courtyards HOA Board:

Ellen Levey
Dave Fickes
Bruce Emery
Regina Rose
Sandy Massoth

Solana Estate Lots HOA Board:

Don Owens
Bruce Emery
Joe Pancoast
Mary Hartman

There being at least three members present for each Board, a quorum was present for the conduct of business for each Association.

Proof of Notice of Meeting

The Secretary noted that adequate notice was issued for the meeting on March 14, 2018, and a list of recipients would be kept with the records of the Associations.

Adoption of Minutes

The Boards considered the draft Minutes of the January 17, 2018 Combined Board meeting, and its adjournment to January 24, 2018. After consideration, it was moved and seconded to approve the minutes as submitted, which passed unanimously.

Officers' and Committees' Reports

Joe Pancoast reminded all attendee's that 2nd quarter statements had been mailed and to pay them promptly to maintain the Association's revenue flow.

Regina Rose provided a summary of the Report of the Community Landscape Committee. Included in the summary were recommendations for: laying sod along the steep slope abutting the north side of the Clubhouse, changes to shrubbery at the entrance sign at Solana Parkway and Simdars Road, removal of lavender and planting of grass on the north side of the entrance, and removal of existing streets trees that are poorly rooted, or are causing damage to the abutting sidewalk or roadway. The recommendations included a request to allocate funds for consulting with Gordon Clark, Arborist, regarding best choices for roadside landscaping along Solana Parkway.

The Secretary also provided a summary of a "walk-through" with Lance Bowden, Dungeness Valley Landscaping, concerning the recommendations. It was noted that damage from street trees to the sidewalk was already being experienced in lower portions of Solana Parkway. Mr. Bowden suggested Columnar-type, parkway variety trees. Mr. Bowden suggested that the current practice of trimming the tops of the Heritage Birch trees should be discontinued, but that the trees would likely recover. Mr. Bowden made recommendations for proper maintenance of lavender, more appropriate species of lavender, and use of dwarf compact conifers, rhododendrons, azaleas, and heather as good choices for low-maintenance, ornamental landscape varieties.

Concern was expressed that any final plan that is significant in scope, be phased over several seasons to ensure its affordability. The Board considered the width of the existing right-of-way for Solana parkway, which, after measurement, appeared to provide six (6) feet of land outside of the existing sidewalk area. It was noted, however, that use of this area would require installation of additional irrigation lines and equipment. It was moved and seconded to approve consultation with Gordon Clark at a rate of \$110 per hours, not to exceed two hours, for the purpose of evaluating and recommending appropriate plantings along Solana Parkway. The motion was approved unanimously. It was also moved and seconded to approve the placement of sod in the location of the steep planting beds and narrow planting strip along the north side of the Clubhouse, which passed unanimously.

Unfinished Business

The Board continued discussion on security alternatives for the Clubhouse. The Secretary noted the receipt of bids from Hi Tech Electronics for reestablishing the Clubhouse security and fire alarm systems. Specifically, the upgrades would cost \$1,441.12, plus \$90 per month for the cellular connections. The Secretary advocated for the installation of an automatic security lighting system that would illuminate entryways into the clubhouse by motion-activation. Although cheaper, the Secretary suggested that battery-powered systems may not be bright enough and would require continual monitoring of batteries to function. After discussion, it was moved and second to approve the installation of hard-wired security lighting. The Secretary noted, as discussed earlier, that the cost for the system installation would be covered by the Declarant and included as a special assessment item in the 2019 Budget. The motion passed, unanimously.

New Business

The Boards considered the election of officers. The Secretary noted that most Board members were originally elected in 2017 and were currently serving in various officer positions. It was agreed by general consensus that those officers would continue serving in their current officer positions through 2018. As a new member, Joe Pancoast was nominated to serve as Treasurer of the Solana Community Association. It was moved and seconded to approve Mr. Pancoast as Treasurer, which passed unanimously. As an interim member, Mary Hartman was nominated to serve as Vice President of the Solana Estate Lots Association. It was moved and seconded to approve Mrs. Hartman as Vice President, which passed unanimously. Since all remaining Board Members were currently serving, no further nominations were considered.

The Courtyards Board considered proposed changes to Section 6.1, Maintenance of Homes and Lots, of the Courtyards CC&Rs. The Secretary noted a disconnect between the current language of the CC&Rs and how landscaping was being maintained around private homes in the Courtyards. Since a 2007 amendment to the CC&Rs, the Association officially no longer was responsible for maintaining private landscaping, except the mowing of lawns. However, in order to satisfy those who purchased prior to this change, Jerry continued to provide landscape maintenance, unless the owner chose to modify their landscaping and thereby change the difficulty and intensity of the maintenance effort required.

The language in the proposed amendment attempted to accurately reflect the current practice of landscape maintenance, excepting out those owners who have deliberately changed their landscaping and have accepted the maintenance responsibility. It was noted that the ACC should document those owners/lots who have chosen to assume maintenance responsibility of their own property and develop a mechanism for notifying new owners of that status. It was also requested that it be made clear that any maintenance or modification of the sprinkler system shall be done by the Association and not individual home owners. The Secretary agreed to incorporate the suggested changes and forward to the Courtyard Board Members for review and comment.

The Courtyards Board considered the apparent subsiding of the road surface on a portion of Redbud Court. The Secretary expressed concern that it was not clear whether the source of the subsidence was due to the movement of the sand immediately underlying the brick, or the subgrade below the asphalt base layer of the road. Concern was expressed over the potential tripping hazard presented by the exposed concrete rim. It was suggested that an engineer be consulted to try and determine the best approach for fixing the problem.

Non-Agenda Discussion Items

Concerns were expressed over the lack of night-time lighting at Balsam Court. Concern was also expressed over the lack of street signage at the south intersection of Providence and Overland Street. An inquiry was made as to where Green Crow was planning on building the storage shed. The Secretary noted that, although a more central location with the Courtyards may be more functional, the aesthetic impact makes

it more likely that the building will be placed on the north side of the community entrance off Solana Parkway.

Adjournment

The meeting was adjourned at 8:01 PM.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Bruce W. Emery". The signature is written in dark ink and is positioned above the printed name.

Bruce Emery, Solana Secretary