

**THE MINUTES OF THE MEETING  
OF THE  
BOARD OF DIRECTORS  
OF THE  
SUNDANCE HOMEOWNERS ASSOCIATION**

January 16, 2024

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on January 16, 2024, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:03 p.m.

**BOARD MEMBERS PRESENT**

Peggy Paddock, President; Jane Arellano, Vice President; Chris Aafedt, Treasurer; Dorothy Gutierrez, Secretary.

**BOARD MEMBERS ABSENT**

Michelle Sangalang, Member at Large.

**MANAGEMENT**

Valerie Cuonzo, The Management Trust (TMT), was also present.

**HOMEOWNERS FORUM**

**16403 Millstream:** Homeowner noted flooding from rain in the front and side of her unit and on her patio which then leaks into her garage. Peggy Paddock suggested Homeowner use a "Water Bug" pump on her patio.

**EXECUTIVE MEETING SUMMARY**

At the Executive Meeting of January 16, 2024, the Board approved minutes, held a hearing and reviewed delinquencies.

**APPROVAL OF CONSENT CALENDAR**

The Board unanimously approved the Consent Calendar as follows:

- Approval of the November 13, 2023, Board Meeting Minutes as presented.
- **Liens Approved:** None.
- **Foreclosures Approved:** None.

## MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of November 13, 2023, and Site Review of January 2, 2024. The Board noted no significant issues.

**Reserve Payments Approved: \$1,160 to Landis Williams Construction; \$1,515 to Straight Line Construction.**

**Action Item:** Have MG Maintenance assess/repair pedestrian gates so they close properly.

## COMMITTEE REPORTS

**Architectural:** No issues noted.

**Landscape:** Written report reviewed.

**Communications/Website:** Dorothy Gutierrez continues to compile a list of updates for the website.

**Clubhouse:** Management agreed to obtain proposals for flooring replacement and coordinate a temporary repair of a flooring seam with MG Maintenance.

## UNFINISHED BUSINESS

**Tree Trimming:** Scheduled for February 19, 2024.

**Building Painting Project:** Additional color palettes received. The Board continues to review painting contractor proposals.

**12500 Fallcreek Parking Issue:** The Board requested Management write to Homeowner and tenant advising of Board's decision that the safe listing of tenant's vehicle will expire January 19, 2024, at which time tenant must re-apply for another parking permit.

**Flat Roof Cleaning:** Scheduled for January 29, 2024.

**Sloped Roof Cleaning:** Completed on January 12, 2024.

## NEW BUSINESS

**Clubhouse Floor Repairs:** See COMMITTEE REPORTS, Clubhouse.

**Tree Replacements:** Jane Arellano moved to approve an expenditure of **\$3,248.83** with **Andre Landscape** for installation of seven replacement trees and seven irrigation bubblers per proposal #1495. Chris Aafedt seconded the motion, which passed unanimously.

**TREASURER'S REPORT**

**November 2023 Financial Report:**

Cash Operating .....	\$252,587.06
Cash Reserves .....	\$2,542,272.96
Total Liabilities and Equity.....	\$2,797,721.16
Income .....	\$82,910.56
Expenses .....	\$83,703.83
Excess Revenue over Expenses for November .....	(-\$793.27)
Excess Revenue over Expenses YTD .....	(-\$17,736.09)

**Variations:**

**GL 60100 Office & Postage**

Variance for the month:.....	-\$1,534.53
Variance for the year:.....	-\$6,387.41

**GL 61320 Irrigation Repairs**

Variance for the month:.....	-\$2,125.94
Variance for the year:.....	-\$6,959.38

**GL 63520 Pool Repairs**

Variance for the month:.....	-\$1,095.00
Variance for the year:.....	-\$3,596.00

**GL 65100 Utilities Gas**

Variance for the month:.....	-\$2,290.00
Variance for the year:.....	\$1,424.59

**December 2023 Financial Report:**

Cash Operating .....	\$198,570.17
Cash Reserves .....	\$2,574,723.79
Total Liabilities and Equity.....	\$2,819,086.14
Income .....	\$75,560.25
Expenses .....	\$75,230.80
Excess Revenue over Expenses for December.....	\$329.45
Excess Revenue over Expenses YTD .....	(-\$17,406.64)

**Variations:**

**GL 61020 R&M Common Area Maint.**

Variance for the month:.....	-\$2,250.00
Variance for the year:.....	-\$7,958.63

**GL 61320 Irrigation Repairs**

Variance for the month:.....	-\$2,595.71
Variance for the year:.....	-\$9,555.09

**GL 65020 Utilities Water & Sewer**

Variance for the month:.....	-\$1,192.00
Variance for the year:.....	-\$13,003.92

**Investments:**

Peggy Paddock reported purchasing the following CDs in the Raymond James reserve account:

- \$105,000 at 4.8% maturing December 27, 2024;
- \$105,000 at 5% maturing December 20, 2024;
- \$121,000 at 5.25% maturing December 5, 2024;
- \$121,000 at 5.25% maturing December 6, 2024.

**CORRESPONDENCE**

Reviewed as submitted. No action was necessary.

**NEXT MEETING(s)**

**Reconvened Annual Meeting:** Tuesday, February 20, 2024, 5:45 p.m.

**Executive Meeting:** Tuesday, February 20, 2024, 5:45 p.m.

**Board Meeting:** Tuesday, February 20, 2024, 6:00 p.m.

**ADJOURNMENT**

The Board Meeting adjourned at 7:36 p.m. to convene the Executive Meeting to hold a homeowner hearing and review delinquencies.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:


2/20/24  
 \_\_\_\_\_  
 Secretary Date  
**Sundance Homeowners Association**

As Submitted  As Amended

**END OF FILE**