

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

February 18, 2020

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on February 18, 2020, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:17 p.m.

**BOARD MEMBERS PRESENT**

Peggy Paddock, President; Jane Arellano, Vice President; Trudy Shiroma, Secretary; Mark Gross, Member at Large.

**BOARD MEMBERS ABSENT**

Kavita Anand, Treasurer.

**MANAGEMENT**

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

**HOMEOWNERS FORUM**

**12533 Pinegrove:** Homeowner spoke to the Board about ongoing water intrusion issues at his home from what contractors have identified as sprinklers, compromised weep screed, rain gutter and crack in the cement slab just under the front door. Homeowner submitted a claim to his insurance company but it was denied. The Board noted it would be discussing the issue later in the meeting.

**EXECUTIVE MEETING SUMMARY**

Peggy Paddock reported that at the Executive Meeting of February 18, 2020, the Board approved minutes, held hearings and reviewed delinquencies.

**APPROVAL OF CONSENT CALENDAR**

The Board unanimously approved the Consent Calendar as follows:

- Approval of the January 21, 2020, Board Meeting Minutes as presented.
- **Liens Approved: Account #981295.**
- **Foreclosures Approved:** One in the Executive Meeting.

## MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of January 21, 2020, and Site Review of February 11, 2020. The Board noted no major issues.

**Reserve Payments Approved: \$4,346 to Sunset Landscape.**

## COMMITTEE REPORTS

**Architectural:** No major issues noted.

- **16410 Millstream:** Window replacement project was allowed an extension to August 31, 2020, to complete.

**Landscape:** Written report from Jane Arellano reviewed. No major issues noted.

**Communications/Website:** No issues.

**Clubhouse:** The Board requested Management coordinate upstairs carpet cleaning.

## UNFINISHED BUSINESS

**Rules Revisions:** Several revisions will be sent to legal counsel for review.

**2020 Tree Trimming:** A revised proposal from Treeco not-to-exceed the 2020 budgeted amount of \$19,000 is pending.

**Patrol One Post Orders:** The Board agreed to revise the Patrol One post orders to include only three visits per day (instead of the current six): one to lock the pools, one for parking patrol and one to unlock the pools.

## NEW BUSINESS

**Reimbursement Request:** Homeowner at **12533 Pinegrove** submitted a written request for reimbursement for repairs necessitated by water intrusion from several different exterior sources as detailed in his Homeowners Forum presentation. The Board took the following actions:

- Mark Gross moved to approve an expenditure of not-to-exceed **\$4,318** with **Straight Line Construction** for exterior repairs per estimate #23418, option one and possibly option two. Trudy Shiroma seconded the motion, which passed unanimously.
- The Board requested Management open a claim for damages with the Association's master insurance policy.

**Parking Permit Fee Increase:** Tabled to March 2020.

**Leaf Guards:** Tabled.

**TREASURER'S REPORT**

**December 2019 Financial Report:**

Cash Operating .....	\$196,661.50
Cash Reserves .....	\$2,209,998.60
Total Liabilities and Equity.....	\$2,458,778.93
Income .....	\$62,341.14
Expenses .....	\$86,327.45
Excess Revenue over Expenses for December.....	(-\$23,986.31)
Excess Revenue over Expenses YTD.....	(-\$20,952.71)

**Variations:**

**GL 6010 Office & Postage**

Variance for the month: ....-\$1,562.75  
Variance for the year: .....-\$335.92

**GL 6034 Taxes Federal**

Variance for the month: ....-\$8,087.25  
Variance for the year: ....-\$10,016.00

**GL 6035 Taxes State**

Variance for the month: ....-\$2,876.13  
Variance for the year: .....-\$2,826.00

**GL 6102 R&M Common Area**

Variance for the month: ....-\$2,546.63  
Variance for the year: ..... \$209.24

**GL 6124 Landscape Additions**

Variance for the month:.....-\$8,029.16  
Variance for the year: .....-\$3,074.19

**GL 6132 Irrigation Repairs**

Variance for the month:.....-\$1,358.89  
Variance for the year: .....-\$3,002.26

**GL 6152 Electrical Maintenance**

Variance for the month:.....-\$3,472.92  
Variance for the year: .....-\$6,195.81

**Funds Transfers:** None.

**CORRESPONDENCE**

Reviewed as submitted. No action was necessary.

**NEXT MEETING(s)**

**Executive Meeting:** Tuesday, March 17, 2020, 6:00 p.m.

**Board Meeting:** Tuesday, March 17, 2020, after the Executive Meeting.

**ADJOURNMENT**

The Board Meeting adjourned at 7:46 p.m. An Executive Meeting was held prior to the Board Meeting to hold hearings, approve minutes and review delinquencies.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

*Jane E Arellano*  
Secretary

*03/17/20*  
Date

**Sundance Homeowners Association**

As Submitted  As Amended

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