

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

February 20, 2024

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on February 20, 2024, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 5:49 p.m.

**BOARD MEMBERS PRESENT**

Peggy Paddock, President; Jane Arellano, Vice President; Chris Aafedt, Treasurer; Dorothy Gutierrez, Secretary; Michelle Sangalang, Member at Large.

**BOARD MEMBERS ABSENT** – None.

**MANAGEMENT**

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

**HOMEOWNERS FORUM**

**12534 Sleepyhollow:** Tenants appeared to discuss their need for a parking permit. The Board unanimously authorized a parking permit for one of tenants' vehicles for 2024. Management to coordinate with Patrol One to obtain the permit.

**RECESS / RECONVENE**

The Board Meeting recessed at 6:06 to convene the Executive Meeting and reconvened at 6:53 p.m.

**EXECUTIVE MEETING SUMMARY**

At the Executive Meeting of February 20, 2024, the Board approved minutes, held a hearing, reviewed delinquencies and discussed a legal matter.

**APPROVAL OF CONSENT CALENDAR**

The Board unanimously approved the Consent Calendar as follows:

- Approval of the January 16, 2024, Board Meeting Minutes as amended. *Amendments: UNFINISHED BUSINESS, 12500 Fallcreek Parking Issue should read: The Board requested Management write to Homeowner and tenant stating advising of the Board's decision that the courtesy safelisting which began on September 20, 2023, of tenant's vehicle will expire January 19, 2024, at which time tenant must re-apply for another parking permit.*
- Approval of the January 16, 2024, No-Quorum Annual Meeting minutes as presented.
- **Liens Approved:** None.
- **Foreclosures Approved:** None.

## MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of January 16, 2024, and Site Review of February 15, 2024. The Board noted no significant issues.

**Reserve Payments Approved:** \$680 to Landis Williams Construction; \$1,729 to Pool Perfection; \$76,697.95 to Lang Roofing.

## COMMITTEE REPORTS

**Architectural:** No issues noted.

**Landscape:** Written report reviewed.

**Communications/Website:** No issues noted.

**Clubhouse:** The Board agreed to retain clubhouse rental deposits if a clubhouse renter loses the key to the clubhouse.

## UNFINISHED BUSINESS

**Tree Trimming:** Scheduled for February 19 – March 4, 2024, depending on weather conditions.

**Painting Project Proposals:** Tabled to the March 19, 2024, meeting.

**Flat Roof Cleaning:** To be rescheduled.

**Clubhouse Floor Repairs:** Dorothy Gutierrez moved to approve an expenditure of \$1,123 with Pro Tec to repair one clubhouse flooring seam (original proposal) plus repair an additional seam and add seam covers to both seams (cost TBD). Michelle Sangalang seconded the motion, which passed unanimously.

## NEW BUSINESS

**Legal Services Agreement:** Dorothy Gutierrez moved to renew an annual legal services retainer agreement with Iger Wankel Bonkowski at a cost of \$700 plus a reduced hourly rate of \$325 effective April 2, 2024. Michelle Sangalang seconded the motion, which passed unanimously.

**16519 Bluegrass Wood Repairs:** Proposals pending.

**Backflow Valve Replacement:** Chris Aafedt moved to approve an expenditure of \$1,773.47 with Sal's Plumbing to install one new backflow valve. Michelle Sangalang seconded the motion, which passed unanimously.

**TREASURER'S REPORT**

**January 2024 Financial Report:**

Cash Operating .....	\$220,777.86
Cash Reserves .....	\$2,609,184.92
Total Liabilities and Equity.....	\$2,871,852.30
Income .....	\$84,785.67
Expenses .....	\$75,446.56
Excess Revenue over Expenses for January .....	\$9,339.11
Excess Revenue over Expenses YTD .....	\$9,339.11

**Variances:**

**GL 61020 R&M Common Area**

Variance for the month:.....-\$1,440.70  
 Variance for the year:.....-\$1,440.70

**GL 61320 Irrigation Repairs**

Variance for the month:..... -\$1,148.45  
 Variance for the year:..... -\$1,148.45

**Investments:**

Peggy Paddock reported purchasing the following CD in the Raymond James reserve account: \$107,000 at 4.75% maturing January 6, 2025.

**CORRESPONDENCE**

Reviewed as submitted. No action was necessary.

**NEXT MEETING(s)**

**Executive Meeting:** Tuesday, March 19, 2024, 5:45 p.m.  
**Board Meeting:** Tuesday, March 19, 2024, 6:00 p.m.

**ADJOURNMENT** – The Board Meeting adjourned at 7:33 p.m.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

Janet Wellano 03/19/24  
 Secretary Date  
 Sundance Homeowners Association

As Submitted  As Amended

**END OF FILE**