

SUNDANCE HOMEOWNERS MEETING  
BOARD OF DIRECTOR'S MEETING  
MINUTES  
MARCH 7, 2017

PRESENT: Peggy Paddock, President; Jane Arellano, Vice President; Trudy Shiroma, Secretary;  
Dorothy Gutierrez, Treasurer; Susi Neal, Member at Large

MANAGEMENT TRUST: Valerie Cuonzo, CCAM

GUESTS: Cerritos Sheriff's Deputy Welby Cham  
Jessie Zamora, Empire Works Pool Deck Refurbishing

**CALL TO ORDER**

The meeting was called to order at 6:10 p.m.

**EXECUTIVE SUMMARY**

Board Members met in Executive Session prior to the meeting to review delinquent accounts. Board Members met in Executive Session prior to the January 3, 2017, meeting to meet with Attorney Denise Iger and review delinquent accounts.

**APPROVAL OF MINUTES**

The minutes of the January 3, 2017, meeting were reviewed and a motion was made by Jane Arellano to approve. Motion seconded by Trudy Shiroma. Passed unanimously. Minutes will be filed as amended. Due to lack of quorum, there was no meeting in February.

**GUEST SPEAKERS**

Deputy Welby Cham discussed starting up a neighborhood watch program again in Sundance. A Community Safety Meeting will be held on Wednesday, April 26, 2017, at 7:00 p.m. in the clubhouse. A Letter of Agency will be signed which will permit an officer to arrest a trespasser or other offender without someone physically having to identify themselves and talk with the officer. The homeowner can reserve the right to remain anonymous. This Letter of Agency is good for six months and then must be renewed. "No Trespassing" signs will be ordered and posted at entrances and the pool area.

Jessie Zamora discussed the pool deck refurbishment and proposed what he would be doing. Some cracks are already in the concrete and cannot be repaired but will be made part of the design. Every 2-3 years a new top coat needs to be applied to protect the deck. Every year, a free inspection can be requested and patch repairs can be made as necessary. The curing period is 72 hours to fully set. After the contract is signed, Mr. Zamora will bring samples and do "mock-ups" for the Board to review. After Mr. Zamora left, Board Members requested a representative from Sun Deck come to the April meeting to make a presentation before the Board makes a decision.

### **OPEN FORUM**

Board Members entertained comments from homeowners and will take them under advisement.

### **MANAGEMENT REPORT**

**Action List** – FYI, Board reviewed.

**Site Review** – FYI, Board reviewed.

**Reserve Payment** – Board Members reviewed and approved the following payment:

\$2,547            Marca Construction      Water intrusion repairs at 16501 Midfield

**Board Member Notice of Resignation** – Board Members received and accepted the resignation of Mr. Chuck Sammis.

**Letter Volunteering to Serve** – Board Members received and reviewed a volunteering to serve on the Board letter from Mr. Mark Gross.

### **COMMITTEE REPORTS**

**Appointment of Members to Committees** – The following appointments were approved:

Architectural – Dave Cunningham, Don Davis, Dorothy Gutierrez, Susi Neal

Landscape – Jane Arellano, Arlene Valdes

Parking – Sharon Eshett, Peggy Paddock

Newsletter – Jane Arellano, Susi Neal

Website – Raul Reyes

**Architectural** – Ms. Neal said she met with Armor Locks re mailbox locks but was informed that the Post Office must change those locks if the mail carriers want them.

**Landscape** – Ms. Arellano submitted her report in writing for Board review. Proposals from Sunset Landscape were reviewed and the following proposals were approved:

Proposal 708 – A motion was made by Jane Arellano to accept proposal 708 for a total of \$1,250. Motion seconded by Susi Neal. Passed unanimously.

Proposal 706 – A motion was made by Jane Arellano to accept proposal 706 for a total of \$475. Motion seconded by Dorothy Gutierrez. Passed unanimously.

Proposal 707 – A motion was made by Jane Arellano to accept proposal 707 for a total of \$3,104. Motion seconded by Dorothy Gutierrez. Passed unanimously.

Proposal 707A – A motion was made by Jane Arellano to accept proposal 707A for a total of \$3,104. Motion seconded by Dorothy Gutierrez. Passed unanimously.

A draft letter to the Cerritos City Council written by Ms. Arellano will be revised. Ms. Arellano and Ms. Paddock will meet with Robert Lopez at Sundance to go over the problems with the dying trees from pest infestations.

**Parking** – Ms. Paddock said she is considering checking garages when people apply for a parking permit to make sure there are already vehicles parked in the garage before a permit will be issued.

**Communications/Website** – Mr. Reyes submitted his report in writing for Board review.

**Clubhouse** – No report.

**Rules** – Postpone until the new Board Members have a chance to review the document.

### **OLD BUSINESS**

**Pool Deck Refurbishment Proposal** – Postpone for Sun Deck presentation at the April meeting.

**Bylaws Revisions** – Postpone

**Street Repair Bids** – Postpone.

**Paint Bids** – Postpone.

**Installation Completion** – 12530 Shadydale and 12529 Fallcreek need to complete the installation of their vinyl windows.

### **NEW BUSINESS**

**Landscape Drain and Planting Bids** – Already approved during the landscape report.

**Insurance Claim Opened** – Water damage at 12528 Sleepyhollow resulted in opening an insurance claim.

**Reimbursement** – A motion was made by Dorothy Gutierrez to approve reimbursement to Mr. Raul Reyes for domain website registration in the amount of \$14.99. Motion seconded by Susi Neal. Passed unanimously.

**Items for Newsletter** – Forward to Susi Neal.

### **TREASURER'S REPORT**

Ms. Arellano submitted the Treasurer's Report for January and February, 2017 in writing for Board review. A motion was made by Susi Neal to electronically transfer \$100,000 from Alliance Reserve Money Market to the Raymond James Money Market. Motion seconded by Trudy Shiroma. Passed unanimously.

**CORRESPONDENCE** – FYI, Board reviewed.S

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With no further business, a motion was made by Jane Arellano to adjourn. Motion seconded by Dorothy Gutierrez. Passed unanimously. Meeting adjourned at 7:50 p.m.

Respectfully submitted,  
Carol Frankenberg

**THE NEXT MEETING OF SUNDANCE HOMEOWNERS ASSOCIATION WILL BE HELD ON TUESDAY, APRIL 4, 2017, AT 6:00 P.M. IN THE CLUBHOUSE**

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BOARD MEMBER SIGNATURE  
APPROVED AS ***SUBMITTED***

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BOARD MEMBER SIGNATURE  
APPROVED AS ***AMENDED***