

SUNDANCE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTOR'S MEETING
MINUTES
APRIL 4, 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: Armando Hernandez, SunDek Decorative Concrete Surfaces
Steve Riggins, Caliber Paving

CALL TO ORDER

The meeting was called to order at 6:00 p.m. by President Peggy Paddock.

EXECUTIVE SUMMARY

Board Members met in Executive Session prior to the open meeting to review delinquent accounts.

APPROVAL OF MINUTES

The minutes of the March 7, 2017, Organizational meeting were reviewed and a motion was made by Susi Neal to approve. Motion seconded by Jane Arellano. Passed unanimously. Minutes will be filed as submitted.

The minutes of the March 7, 2017, regular meeting were reviewed and a motion was made by Susi Neal to approve. Motion seconded by Jane Arellano. Passed unanimously. Minutes will be filed as amended.

AUTHORIZATION TO LIEN

Board Members reviewed a delinquent account and the following action was taken:

Account No. 575353 – Discussion. A motion was made by Susi Neal to authorize a lien to be recorded against this property in accordance with the Association's collection policy. Motion seconded by Jane Arellano. Passed unanimously.

GUEST SPEAKERS

Steve Riggins from Caliber Paving explained the process of repaving and stripping. A project walk will be scheduled before the work begins.

Armando Hernandez from Sundek Decorative Concrete Surfaces explained what he found out during his initial walk. He answered questions and explained his proposal along with showing samples of the materials to be used. A maintenance plan can be set up if the Board approves.

OPEN FORUM

Board Members entertained comments from homeowners and will take them under advisement. Discussion re mailbox and vehicle break-ins. A safety meeting will be held on Wednesday, April 26, 2017, at 7:00 p.m. in the clubhouse.

MANAGEMENT REPORT

Action List – FYI, Board reviewed.

Site Review – FYI, Board reviewed.

Reserve Payment – No reserve payment this month.

COMMITTEE REPORTS

Architectural – Ms. Neal submitted her report in writing for Board review. Discussion re changes in specifications.

A motion was made by Jane Arellano to approve the modified garage door installation specification. Motion seconded by Trudy Shiroma. Passed unanimously.

A motion was made by Dorothy Gutierrez to approve the modified FIOS and wiring specification. Motion seconded by Jane Arellano. Passed unanimously.

Landscape – Ms. Arellano submitted her report in writing for Board review. A draft letter to the Cerritos City Council re diseased and dying trees was reviewed and approved for mailing.

Board Members reviewed proposals and the following action was taken:

A motion was made by Susi Neal to approve Sunset Landscape proposal #710 to install a drain, catch basins and a curve core for a total of \$1,378. Motion seconded by Dorothy Gutierrez. Passed unanimously.

A motion was made by Susi Neal to approve Sunset Landscape proposal #711 to install plants throughout the community for a total of \$2,051. Motion seconded by Dorothy Gutierrez. Passed unanimously.

A motion was made by Susi Neal to approve Sunset Landscape proposal #712 to install plants at 16501 Midfield for a total of \$1,043. Motion seconded by Dorothy Gutierrez. Passed unanimously.

Parking – Ms. Paddock discussed the “blue car” and said she talked with the owner. The vehicle has a permit and is OK to park.

Communications/Website – Mr. Reyes said updated information has been posted on the website. He asked if there is any new information the Board wants posted. E-mail addresses from homeowners will be posted to the web for easy access after homeowner approval.

Clubhouse – No report.

OLD BUSINESS

Pool Deck Refurbishment Proposals – Board Members reviewed proposals and a motion was made by Jane Arellano to approve the proposal from Sundek to replace and upgrade the pool area. The large

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pool total \$35,756 and the small pool total \$14,373. Motion seconded by Dorothy Gutierrez. Passed unanimously. Colors to be determined.

ByLaws Revision – Board Members reviewed changes made by Attorney Iger. A few additional changes were discussed and will be incorporated. Postpone approval.

Street Repair Bids – Board Members reviewed proposals and a motion was made by Jane Arellano to accept the Caliber Paving proposal to do the street repairs and improvements for a total of \$158,852 with possible change orders submitted for approval later as work progresses. Motion seconded by Dorothy Gutierrez. Passed unanimously.

Paint Bids – Board Members reviewed proposals and a motion was made by Jane Arellano to accept the proposal from Premier Commercial Painting to paint all 190 units and all wooden window trim for a total of \$98,050 and the option to paint the wrought iron fencing and light poles for a total of \$3,960. Motion seconded by Trudy Shiroma. Passed unanimously.

NEW BUSINESS

Landscape Drain Proposal – Already approved during the landscape report.

Bids to Replace Rusted Electrical Pedestals – Discussion. A motion was made by Dorothy Gutierrez to accept the proposal from Horizon Lighting to replace the panel for a total of \$2,952.56 and install two stainless steel pedestals for a total of approximately \$10,000. Motion seconded by Jane Arellano. Passed unanimously.

Bids to Extend Fence for Security – Table the extension but the area will be monitored to see if people are climbing over the fence.

Bids for Miscellaneous Concrete Work – Board Members reviewed proposals and a motion was made by Trudy Shiroma to approve the bid from Landis Williams to do concrete replacement work in the community for a total of \$2,110. Motion seconded by Jane Arellano. Passed unanimously.

Mailboxes – Discussion. A motion was made by Jane Arellano to order four cluster pedestal mailboxes for an amount to be determined. Mailboxes to be installed on Fallcreek at Westbrook; Midfield at the circle; East Pinegrove; and Littleriver at Bluegrass. Motion seconded by Trudy Shiroma. Passed unanimously.

End of Year Audit for Approval – Board Members reviewed the audit and approved it for mailing to the membership. The Representation Letter was signed.

Newsletter Items – Newsletter items will be forwarded to Ms. Neal.

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TREASURER'S REPORT – Ms. Gutierrez reported that a CD for \$100,000 came due on March 24th the money will not be reinvested. Two more CD's will come due in April for \$127,000 and May for \$150,000. Ms. Gutierrez will see what Karen Lucian at Raymond James recommends. A motion was made by Dorothy Gutierrez to electronically transfer \$100,000 into the Raymond James Cash Operating account. Motion seconded by Susi Neal. Passed unanimously.

With no further business, a motion was made Peggy Paddock to adjourn. Motion seconded by Jane Arellano. Passed unanimously. Meeting adjourned at 8:45 p.m.

Respectfully submitted,
Carol Frankenberg

THE NEXT MEETING OF SUNDANCE HOMEOWNERS ASSOCIATION WILL BE HELD ON TUESDAY, MAY 2, 2017, AT 5:45 P.M. IN THE CLUBHOUSE

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

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