

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

April 18, 2023

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on April 18, 2023, 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**

**16524 Bluegrass:** Homeowners inquired about a final roof repair to resolve the recent roof leak at the unit. Management explained the Board has requested independent third-party roofing consultant assess the roof leak issue where the flat roof meets the sloped shake roof and provide an opinion on final resolution. Management also agreed to coordinate removal of a plastic tarp lying in the unit's patio.

**EXECUTIVE MEETING SUMMARY**

At the Executive Meeting of April 18, 2023, the Board approved minutes and reviewed delinquencies and a roof leak issue.

**APPROVAL OF CONSENT CALENDAR**

The Board unanimously approved the Consent Calendar as follows:

- Approval of the March 21, 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 March 21, 2023, and Site Review report of April 11, 2023. The Board noted no significant issues.

**Reserve Payments Approved: \$2,145 to Straight Line Construction.**

### Management Action Items:

- Obtain proposals to paint light poles and wrought iron fences.
- Have MG Maintenance repaint red curbs.

## COMMITTEE REPORTS

**Architectural:** The Board suggested a newsletter article discouraging the use of squirrel feeders in patios to mitigate an influx of squirrels to the community who have the potential to damage common area components (irrigation lines, electrical lines, etc.). Management agreed to write a letter to be sent to those identified as having squirrel feeders explaining the situation.

**Landscape:** Written report from Jane Arellano reviewed.

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

**Clubhouse:** No issues noted.

## UNFINISHED BUSINESS

**Sloped Roofing Project:** Lang Roofing reported the City of Cerritos has approved/permitted the reroof projects at **12534 Shadydale** and **16415 Millstream** using Cedarlite 600 cement roofing tiles.

**Mailboxes:** The Board requested Management have MG Maintenance assess all parcel boxes in the mailbox clusters and perform maintenance as necessary (oil hinges, graphite in locks, etc.)

**Rain Gutter Maintenance:** One proposal from Gale Force was reviewed. The Board requested Management obtain additional proposals in a few months closer to the fall season.

**WiFi Router:** A WiFi router is needed in the clubhouse per Spectrum. The Association may purchase its own router or lease one from Spectrum. The Board directed Management to pay the monthly cost for the device to Spectrum rather than have one purchased and installed.

**16407 Greenlake Wood Repairs:** Chris Aafedt moved to approve a change order from Straight Line Construction for additional wood repairs at the unit. Jane Arellano seconded the motion, which passed unanimously.

## NEW BUSINESS

**Reimbursement Request:** Jane Arellano moved to approve reimbursement of **\$19.99** to **Raul Reyes** for one-year domain name renewal. Chris Aafedt seconded the motion, which passed unanimously.

**Landscape Proposals:** Dorothy Gutierrez moved to approve the following expenditures with **Andre Landscape**. Chris Aafedt seconded the motion, which passed unanimously.

- **\$500** for landscape replacements per proposal #11483.
- **\$860** for landscape drain installation per proposal #11329.

**Pool Equipment Replacements:** In progress. The Board requested Management have Pool Perfection check the pump room at the large pool for standing water. Management also reported a proposal is in progress to replace both bathroom doors at the small pool.

## TREASURER'S REPORT

### March 2023 Financial Report:

|  |                |
|--|----------------|
| Cash Operating .....                         | \$205,760.43   |
| Cash Reserves .....                          | \$2,372,085.89 |
| Total Liabilities and Equity.....            | \$2,608,265.17 |
| Income .....                                 | \$76,848.53    |
| Expenses .....                               | \$111,705.01   |
| Excess Revenue over Expenses for March ..... | (-\$34,856.48) |
| Excess Revenue over Expenses YTD .....       | (-\$37,096.55) |

### Variances:

#### GL 60100 Office & Postage

Variance for the month:.....-\$1,211.82  
Variance for the year:.....-\$2,313.67

#### GL 60350 Taxes State

Variance for the month:.....-\$2,304.33  
Variance for the year:.....-\$2,220.99

#### GL 60570 Legal

Variance for the month:.....-\$2,425.25  
Variance for the year:.....-\$1,910.75

#### GL 61020 R&M Common Area

Variance for the month:.....-\$1,752.00  
Variance for the year:.....-\$2,965.77

#### GL 60340 Taxes Federal

Variance for the month:..... -\$7,292.33  
Variance for the year:..... -\$6,958.99

#### GL 61240 Landscape Additions

Variance for the month:..... -\$5,204.17  
Variance for the year:..... -\$4,522.51

#### GL 61260 Tree Trimming

Variance for the month:..... -\$23,250.00  
Variance for the year:..... -\$32,080.00

#### GL 65020 Utilities Water & Sewer

Variance for the month:.....\$1,503.50  
Variance for the year:.....\$4,769.09

**Investments:** None.

## CORRESPONDENCE

Reviewed as submitted. No action was necessary.

## NEXT MEETING(s)

**Executive Meeting:** Tuesday, May 16, 2023, 5:45 p.m.

**Board Meeting:** Tuesday, May 16, 2023, 6:00 p.m.

**ADJOURNMENT**

The Board Meeting adjourned at 7:30 p.m.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

Janet Bellano 05/16/23  
Secretary Date  
**Sundance Homeowners Association**

As Submitted  As Amended

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