

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

April 21, 2020

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on April 21, 2020, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:42 p.m.

**BOARD MEMBERS PRESENT**

Peggy Paddock, President; Jane Arellano, Vice President (via phone); Trudy Shiroma, Secretary (via phone); Kavita Anand, Treasurer (via phone); Mark Gross, Member at Large (via phone).

**BOARD MEMBERS ABSENT** – None.

**MANAGEMENT**

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

**HOMEOWNERS FORUM** – None.

**EXECUTIVE MEETING SUMMARY**

Peggy Paddock reported that at the Executive Meeting of April 21, 2020, the Board approved minutes, reviewed delinquencies and held hearings.

**APPROVAL OF CONSENT CALENDAR**

The Board unanimously approved the Consent Calendar as follows:

- Approval of the March 17, 2020, Board Meeting Minutes as presented.
- **Liens Approved: Account #575269.**
- **Foreclosures Approved:** None.

**MANAGEMENT REPORT**

Management included in the Board Meeting packet the Action List of March 17, 2020, and Site Review of April 15, 2020. The Board noted no major issues.

**Reserve Payments Approved: \$4,318 to Straight Line Construction.**

**Management Action Items:**

- Table "*Parking Permit Fee*" agenda item indefinitely.
- Send letter to **12502 Fallcreek** requesting removal of all but one doorbell and repair of front door threshold.
- Send letter to Homeowner who has multiple potted plants sitting on wood patio railing that he/she is responsible for any damage to the railing.

**COMMITTEE REPORTS**

- **Architectural:** No major issues noted.
- **Landscape:** Written report from Jane Arellano reviewed. No major issues noted. Ms. Arellano agreed to check with landscaper the front of **16414 Meadowbrook** for constant wetness in garden area.
- **Communications/Website:** No issues.
- **Clubhouse:** No issues.

**UNFINISHED BUSINESS**

**Rules Revisions:** Legal counsel has reviewed and returned to the Board for further review.

**2020 Tree Trimming:** Complete.

**RV Lot Cleanup:** Peggy Paddock suggested several first steps towards the cleanup.

**Reimbursement Request:** Homeowner at **12533 Pinegrove** submitted a written request for reimbursement for repairs necessitated by water intrusion from several different exterior sources. Management opened a claim for damages with the Association’s master insurance policy and reported the insurance company has settled the claim with Homeowner.

**NEW BUSINESS**

**Proposals for Stucco Repairs:** Two proposals for stucco repairs at **16407 Green Lake** were tabled until the May 2020 meeting.

**Rain Gutter Guards:** Board to research.

**Electronic Check Signing:** Tabled.

**Street Engineer Proposal:** Jane Arellano moved to approve an expenditure of **\$5,520** with **LaBelle Marvin** for street engineer consultant services regarding rain gutter design improvement. Trudy Shiroma seconded the motion, which passed unanimously.

**Reimbursement:** Trudy Shiroma moved to approve reimbursement of \$15.99 to Raul Reyes for domain name renewal. Jane Arellano seconded the motion, which passed unanimously.

**TREASURER’S REPORT**

**March 2020 Financial Report:**

<b>Cash Operating</b> .....	\$199,547.36
<b>Cash Reserves</b> .....	\$2,283,023.49
<b>Total Liabilities and Equity</b> .....	\$2,526,236.01
<b>Income</b> .....	\$69,156.37
<b>Expenses</b> .....	\$61,559.19
<b>Excess Revenue over Expenses for March</b> .....	\$7,597.18
<b>Excess Revenue over Expenses YTD</b> .....	\$4,318.96

**TREASURER'S REPORT (Cont.)**

**Variances:**

**GL 6102 R&M Common Area**

Variance for the month: ..... \$1,253.87

Variance for the year: ..... \$2,983.37

**GL 6126 Tree Maintenance**

Variance for the month: ..... \$1,833.33

Variance for the year: ..... \$2,795.99

**GL 6502 Utilities Water & Sewer**

Variance for the month: ..... \$1,240.50

Variance for the year: ..... \$2,795.99

**Funds Transfers:** Purchase of four CDs coordinated by Peggy Paddock.

**CORRESPONDENCE**

Reviewed as submitted. No action was necessary.

**NEXT MEETING(s)**

**Executive Meeting:** Tuesday, May 19, 2020, 6:00 p.m.

**Board Meeting:** Tuesday, May 19, 2020, after the Executive Meeting.

**ADJOURNMENT**

The Board Meeting adjourned at 7:20 p.m. to reconvene the Executive Meeting. An Executive Meeting was held prior to and just after the Board Meeting to hold hearings, approve minutes and review delinquencies.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

*Jane B. Arellano*

Secretary

**Sundance Homeowners Association**

*5/19/20*

Date

As Submitted  As Amended

**END OF FILE**