

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

June 19, 2018

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on June 19, 2018, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:00 p.m.

BOARD MEMBERS PRESENT

Peggy Paddock, President; Suzanne Neal, Secretary; Jane Arellano, Vice President.

BOARD MEMBERS ABSENT

Dorothy Gutierrez, Treasurer; Trudy Shiroma, Director at Large.

MANAGEMENT

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

HOMEOWNERS FORUM

12540 Pinegrove: Homeowner noted excess water in front of the unit. Management agreed to have landscapers check irrigation in the area.

12511 Pinegrove: Homeowner noted an unknown person is ringing doorbells and stealing shoes from the front porch.

Peggy Paddock: Ms. Paddock suggested publishing a newsletter to include mention of vermin issues, motion-detecting lights over garages, trespassers and speeding. She also suggested not heating the small pool/spa to discourage trespassers.

EXECUTIVE MEETING SUMMARY

Management reported that at the Executive Meeting of June 19, 2018, the Board reviewed delinquencies and violations.

APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows:

- Approval of the May 14, 2018, Board Meeting Minutes as presented.
- **Liens Approved:** None.

MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of May 14, 2018, and Site Review of June 12, 2018. The Board noted no major issues.

Reserve Payments Approved: \$5,108.13 to Three Phase Electric.

COMMITTEE REPORTS

Architectural: As a reminder, the Board reviewed a letter from 2007 from the City of Cerritos approving color-specific awnings for Sundance.

Landscape: Written report provided by Jane Arellano was reviewed noting no major issues.

- Jane Arellano moved to approve an expenditure of **\$725** with **RPW Services** to spray the Canary Island Pine tree in front of the clubhouse for mites/bark beetles. Suzanne Neal seconded the motion, which passed unanimously.
- Suzanne Neal moved to approve an expenditure of **\$1,108** with **Sunset Landscape** for landscape upgrades per proposal #813. Jane Arellano seconded the motion, which passed unanimously.
- Mow curb: The Board agreed to install black rubber edging in the common garden area near **16415 Greenlake** instead of installing a concrete mow curb due to cost.
- Tree trimming scheduled for June 2018.

Parking: No requests.

Communications/Website: No report.

Clubhouse: No report.

UNFINISHED BUSINESS

Rules Revisions: Additional revisions ongoing.

Solar Panel Guidelines: The Board agreed to consider including solar panel guidelines in the mailing of revised rules.

Tree Removals: Suzanne Neal moved to approve an expenditure of not-to-exceed **\$3,000** with **Sunset Landscape** for removal of five trees per proposal #810 (an additional Pear tree removal added). Jane Arellano seconded the motion, which passed unanimously.

NEW BUSINESS

Window Replacement: Proposal reviewed from Marca Construction to replace one broken clubhouse window. The Board requested Management obtain an additional proposal.

NEW BUSINESS (Cont.)

Reserve Study: Jane Arellano moved to approve an expenditure of **\$855** with **Foresight Financial Services** for a reserve study update. Suzanne Neal seconded the motion, which passed unanimously.

Tree Removal Request: The Board reviewed a request from **12446 Pinegrove** to remove two large Eucalyptus trees near the home. The Board requested Management notify Homeowner that the Board is researching removal.

In addition, Jane Arellano agreed to research with the city creating a five-year tree removal plan with Eucalyptus trees being the highest priority for removal. The Board agreed to discuss a tree removal plan again at the July 2018 meeting.

SB 1265: The Board reviewed information on SB 1265.

Polling Place: Request to use clubhouse as a polling place for August 7, 2018, election tabled.

TREASURER’S REPORT

May 2018 Financial Report:

Cash Operating	\$230,511.86
Cash Reserves	\$1,849,867.57
Total Liabilities and Equity	\$2,108,700.50
Income	\$60,936.46
Expenses	\$55,502.35
Excess Revenue over Expenses for May	\$5,434.11
Excess Revenue over Expenses YTD	\$12,685.65

Variances:

GL 6010 Office and Postage

Variance for the month: \$128.34
Variance for the year: \$943.50

GL 6102 R&M Maintenance

Variance for the month: \$1,306.33
Variance for the year: \$6,356.65

GL 6124 Landscape Additions

Variance for the month: -\$1,500.00
Variance for the year: ...-\$7,143.22

GL 6132 Irrigation

Variance for the month: \$792.57
Variance for the year: \$3,756.67

GL 6152 Electrical

Variance for the month: \$256.67
Variance for the year: \$1,339.35

GL 6450 Guard Service

Variance for the month: ..-\$1,490.17
Variance for the year: \$1,121.45

GL 6510 Gas

Variance for the month: \$262.36
Variance for the year:-\$711.13

Funds Transfers Approved: None.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

NEXT MEETING(S)

Executive Meeting: Tuesday, July 17, 2018, 5:45 p.m.

Board Meeting: Tuesday, July 17, 2018, 6:00 p.m.

ADJOURNMENT

The Board Meeting adjourned at 7:08 p.m. An Executive Meeting was held prior to the Board Meeting to discuss delinquencies, legal matters and hold hearings.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

Suzanne Neal 7-17-18
Suzanne Neal, Secretary Date

Sundance Homeowners Association

As Submitted As Amended

END OF FILE