

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

August 16, 2022

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on August 16, 2022, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 5:58 p.m.

**BOARD MEMBERS PRESENT**

Peggy Paddock, President; Jane Arellano, Vice President; Chris Aafedt, Treasurer; Michelle Sangalang, Member at Large.

**BOARD MEMBERS ABSENT**

Dorothy Gutierrez, Secretary.

**MANAGEMENT**

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

**DISCUSSION**

Scott and Dennis from Design Build and Mike from Roofing Standards presented a recap of the finished flat roofing project and addressed any Board concerns.

**HOMEOWNERS FORUM**

**Suzanne Neal:** Homeowner noted the dirt area in front of unit needs to be tilled before spreading new grass seed.

**Jane Arellano:** Homeowner reported four holes in the building's stucco and her unit's weep screed needs to be repaired. Management will obtain repair proposals.

**EXECUTIVE MEETING SUMMARY**

At the Executive Meeting of August 16, 2022, the Board approved minutes and reviewed delinquencies.

## APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows:

- Approval of the June 29, 2022, Board Meeting Minutes as presented.
- **Liens Approved:** None.
- **Foreclosures Approved:** None.

## MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of June 29, 2022, and Site Review of August 8, 2022. The Board noted no significant issues.

**Reserve Payments Approved: \$12,600.77 to Design Build; \$3,290 to Landis Williams.**

## COMMITTEE REPORTS

**Architectural:** Suzanne Neal presented proposed changes to window replacement specifications; minor revisions pending. Also presented was a new specification for electrical panel replacement and a solar panel specification is being developed.

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

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

**Clubhouse:** Management will revise clubhouse rental application to state "Renter agrees to abide by posted occupancy limits."

## UNFINISHED BUSINESS

**Flat Roofing Project:** Complete.

**Sloped Roofing Project:** A proposal from Lang Roofing to partially replace sloped roof sections at **16415 Millstream** and **12534 Shadydale** was reviewed. A proposal from Roofing Standards is pending.

**Sloped Roof Maintenance/Cleaning:** A proposal from Lang Roofing to clean sloped roofs of debris and perform repairs/maintenance was tabled.

**Spectrum Clubhouse Wi-Fi:** In progress.

**Mulch Proposal:** Jane Arellano moved to approve an expenditure of **\$2,470** with **Sunset Landscape** to install 26 yards of mulch per proposal #2023. Michelle Sangalang seconded the motion, which passed unanimously.

**Insurance Information:** General insurance information from Farmers Insurance was reviewed. The Board requested Management coordinate posting to the Association's website.

**NEW BUSINESS**

**Tree Removal Proposals:** Jane Arellano moved to approve an expenditure of **\$10,380** with **Treeco Arborist** for removal of ten trees per proposal #SD062922; if Treeco determines that tree #216 needs to be removed, they are authorized to remove it when they are removing the other ten trees. Michelle Sangalang seconded the motion, which passed unanimously.

**Concrete Repair Proposals:** Jane Arellano moved to approve an expenditure of **\$7,949** with **Straight Line Construction** for sidewalk and weep screed repairs at **16412 Meadowbrook** per proposal #24900. Michelle Sangalang seconded the motion, which passed unanimously.

**Audit/Tax Return Preparation Proposals:** Jane Arellano moved to approve an expenditure of **\$1,200** with **Newman CPA** for the 2022 audit and tax return preparation. Chris Aafedt seconded the motion, which passed unanimously.

**Pest Control Proposal:** Jane Arellano moved to approve an expenditure of **\$84** per pest control service per week with **CatsUSA Pest Control**. Christ Aafedt seconded the motion, which passed unanimously.

**Rain Gutter/Roof Cleaning:** The Board unanimously approved an expenditure of **\$9,995** with **Gale Force** for rain gutter and roof cleaning; contract to specify daily removal of bags of debris.

**Green Waste Collection:** Management performed a site review with Athens Disposal who suggested community compost containers. The Board declined to participate in the composting program.

*Board declined to participate in Aug 22 Comm Compost Program*

**TREASURER’S REPORT**

**July 2022 Financial Report:**

<b>Cash Operating</b> .....	\$237,580.81
<b>Cash Reserves</b> .....	\$2,367,322.67
<b>Total Liabilities and Equity</b> .....	\$2,623,119.71
<b>Income</b> .....	\$65,070.29
<b>Expenses</b> .....	\$57,985.02
<b>Excess Revenue over Expenses for July</b> .....	\$7,085.27
<b>Excess Revenue over Expenses YTD</b> .....	\$35,598.10

**Investments:** None.

**CORRESPONDENCE**

Reviewed as submitted. No action was necessary.

**NEXT MEETING(s)**

**Executive Meeting:** Tuesday, September 20, 2022, 5:45 p.m.

**Board Meeting:** Tuesday, September 20, 2022, 6:00 p.m.

**ADJOURNMENT**

The Board Meeting adjourned at 7:52 p.m.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

   
Secretary Date  
**Sundance Homeowners Association**

As Submitted  As Amended

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