

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

September 21, 2021

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on September 21, 2021, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 5:56 p.m.

BOARD MEMBERS PRESENT

Peggy Paddock, President; Suzanne Neal, Vice President; Mark Gross, Secretary; Chris Aafedt, Treasurer; Michelle Sangalang, Member at Large.

BOARD MEMBERS ABSENT – None.

MANAGEMENT

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

HOMEOWNERS FORUM

12466 Fallcreek: Homeowner requested a correction on a recently approved Architectural Request form. Suzanne Neal will coordinate the correction.

EXECUTIVE MEETING SUMMARY

Peggy Paddock reported that at the Executive Meeting of September 21, 2021, the Board approved minutes, held hearings and reviewed delinquencies.

APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows:

- Approval of the August 17, 2021, Board Meeting Minutes as presented.
- **Liens Approved:** None.
- **Foreclosures Approved:** None.

MANAGEMENT REPORT

Management included in the Board Meeting packet the Action List of August 17, 2021, and Site Review of September 14, 2021. The Board noted no major issues.

Small Pool Re-Plaster: The Board reviewed two proposals to re-plaster the small pool.

MANAGEMENT REPORT (Cont.)

Michelle Sangalang moved to approve an expenditure of **\$20,204** with **Alan Smith Pools** to re-plaster the small pool per proposal dated September 20, 2021. Chris Aafedt seconded the motion, which passed unanimously.

Reserve Payments Approved: \$10,968.75 to Design Build Associates.

COMMITTEE REPORTS

Architectural: Noted no major issues.

Landscape: Written report from Jane Arellano reviewed. Regarding complaint from **12517 Pinegrove** about a sprinkler not working, the Board requested Management write to Homeowner requesting she remove her personal plants in the area beside her garage so the sprinkler can properly irrigate the area.

Communications/Website: No issues noted.

Clubhouse: No issues noted.

UNFINISHED BUSINESS

Rules and Regulations: Michelle Sangalang moved to adopt the Revised Rules and Regulations as posted on the website for 28-day review. Mark Gross seconded the motion, which passed unanimously. Management to mail to the members.

Roofing Consultant: Consultant's weekly updates for September 3 and September 10, 2021 reviewed.

Environmental Testing Proposal: Mark Gross moved to approve an expenditure of **\$2,850** with **Excel Environmental Group** for testing of stucco and painted surfaces for possible asbestos and lead. Michelle Sangalang seconded the motion, which passed unanimously.

Reserve Study: Chris Aafedt moved to approve the reserve study. Michelle Sangalang seconded the motion, which passed unanimously.

Spectrum Agreement: Legal counsel is reviewing.

NEW BUSINESS

Tree Removals: Mark Gross moved to approve an expenditure of **\$4,826** with **Sunset Landscape** for four tree removals per Proposal #211 (three trees) and Proposal #216 (one tree). Chris Aafedt seconded the motion, which passed unanimously.

Tree Trimming: The Board reviewed a proposal from Great Scott for 2022 tree trimming and requested Management obtain additional proposals from Treeco and Sunset Landscape.

NEW BUSINESS (Cont.)

Landscape Proposals: Mark Gross moved to approve the following expenditures with **Sunset Landscape**. Chris Aafedt seconded the motion, which passed unanimously.

- **\$1,685** for drain installation at **12469 Fallcreek** per proposal #212;
- **\$4,526** for winter rye overseeding per proposal #213;
- **\$4,080** for cleaning of all landscape drains per proposal #214;
- **\$1,000** for cleaning of drains at both pools per proposal #215.

Roof/Rain Gutter Cleaning: The Board reviewed a proposal from Gale Force for roof/rain gutter cleaning and requested Management obtain additional proposals.

Electronic Signatures: Michelle Sangalang moved to participate in The Management Trust’s electronic signature program and volunteered to be a signer with Peggy Paddock. Chris Aafedt seconded the motion, which passed unanimously.

2022 Budget: Distributed for review. Approval pending.

TREASURER’S REPORT

August 2021 Financial Report:

Cash Operating	\$217,028.30
Cash Reserves	\$2,578,564.48
Total Liabilities and Equity	\$2,819,241.73
Income	\$64,834.50
Expenses	\$68,803.47
Excess Revenue over Expenses for August	(-\$3,968.97)
Excess Revenue over Expenses YTD	\$28,754.26

Variances:

GL 61260 Tree Trimming

- Variance for the month: -\$5,070.00
- Variance for the year:-\$15,759

GL 63520 Pool Repairs

- Variance for the month: -\$1,132.00
- Variance for the year:-\$1,084.00

Investments: Chris Aafedt moved to reinvest the following CDs in the Raymond James reserve account in laddered positions at the best rate. Mark Gross seconded the motion, which passed unanimously.

- \$85,000 maturing September 30, 2021;
- \$117,000 maturing September 27, 2021;
- \$162,000 maturing September 15, 2021.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

NEXT MEETING(s)

Executive Meeting: Tuesday, October 19, 2021, 5:45 p.m.

Board Meeting: Tuesday, October 19, 2021, after the Executive Meeting.

ADJOURNMENT

The Board Meeting adjourned at 7:02 p.m. An Executive Meeting was held prior to the Board Meeting to approve minutes, hold hearings and review delinquencies.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:

 _____  _____
Mark Gross, Secretary Date

Sundance Homeowners Association

As Submitted As Amended

END OF FILE