

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

October 17, 2023

CALL TO ORDER

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on October 17, 2023, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:14 p.m.

BOARD MEMBERS PRESENT

Peggy Paddock, President; Jane Arellano, Vice President; Chris Aafedt, Treasurer; Dorothy Gutierrez, Secretary; Michelle Sangalang (via phone), Member at Large.

BOARD MEMBERS ABSENT – None.

MANAGEMENT

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

PRESENTATION

Chris DiNino of DiNino Insurance presented renewal information for the Association's master insurance policy and earthquake insurance policy. Mr. DiNino agreed to send a revised quote for approval prior to the policies' renewal date of November 10, 2023. Mr. DiNino also agreed to coordinate a change in renewal date to September 1 every year.

HOMEOWNERS FORUM

Dorothy Gutierrez: Homeowner reported Ash Creek Road needs major street repairs. The Board will contact the city to discuss.

EXECUTIVE MEETING SUMMARY

At the Executive Meeting of October 17, 2023, the Board approved minutes, held hearings, reviewed delinquencies and discussed a parking permit issue.

APPROVAL OF CONSENT CALENDAR

The Board unanimously approved the Consent Calendar as follows:

- Approval of the September 19, 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 September 19, 2023, and Site Review of October 11, 2023. The Board noted no significant issues.

Reserve Payments Approved: \$6,889.39 to Tyler Lighting; \$8,428 to Precision Painting; \$1,200 to Andre Landscape; \$1,600 to Landis Williams Construction.

Management Action Item: Request Patrol One provide paperwork for parking permits for 12500, 12501 and 12502 Fallcreek and conduct inspections on all three garages.

COMMITTEE REPORTS

Architectural: The Board reviewed solar panel installation specifications and suggested the following be added: no exposed wires; wiring location/diagram required; junction box to be kept out of common area view. The Architectural Committee will make revisions and present the specifications at the next meeting.

RECESS / RECONVENE

The Board Meeting recessed at 6:44 p.m. to reconvene the Executive Meeting and reconvened at 7:06 p.m.

COMMITTEE REPORTS (Cont.)

- **Landscape:** Written report reviewed.
- **Communications/Website:** No issues noted.
- **Clubhouse:** HVAC replacement proposals in UNFINISHED BUSINESS.

UNFINISHED BUSINESS

Wrought Iron Fence Painting: Completed.

Building Painting Project: Pending.

Clubhouse HVAC Replacement: Chris Aafedt moved to approve an expenditure of \$9,949 with 74 Degrees Heating and Air to replace the clubhouse HVAC unit per estimate #304673. Dorothy Gutierrez seconded the motion, which passed unanimously.

12443 Fallcreek Solar Panel Request: The Board reviewed correspondence to Homeowner notifying him of outstanding items related to his solar panel installation request and, when received, that the Board will further review his request.

NEW BUSINESS

Landscape Proposals:

- Chris Aafedt moved to approve an expenditure of \$3,000 with Andre Landscape to clean all landscape drains per quote #13063, with work to be done in December 2023. Dorothy Gutierrez seconded the motion, which passed unanimously.

NEW BUSINESS (Cont.)

Landscape Proposals:

- Andre Landscape proposal #660843 for three tree removals was tabled with a request that Management ask for a revised proposal to include five tree removals.
- The Board requested Management obtain a proposal from Treeco for five tree removals.
- Andre Landscape quote #12719 for one tree removal/replacement tabled.
- Treeco proposal #SD101023-2 for one tree removal/replacement tabled.

Tree Trimming: The Board reviewed three tree trimming proposals from Andre Landscape, Great Scott and Treeco. Dorothy Gutierrez moved to approve an expenditure of not-to-exceed **\$46,530** with **Great Scott** for 2024 tree trimming per proposal #321734 minus the tree removals. A separate proposal for removals will be requested. Chris Aafedt seconded the motion, which passed unanimously.

Flat Roof Cleaning Proposal: Dorothy Gutierrez moved to approve an expenditure of **\$10,200** with **Roofing Standards** for flat roof and rain gutter/downspout cleaning per bid #8186. Chris Aafedt seconded the motion, which passed unanimously.

Sloped Roof Cleaning: Management to obtain proposals.

Weep Screed Repair: The Board reviewed three proposals to repair a weep screed at the small pool pump room. Dorothy Gutierrez moved to approve an expenditure of **\$1,515** with **Straight Line Construction** to complete the repair per estimate #25362. Chris Aafedt seconded the motion, which passed unanimously.

2024 Parking Permit Renewal Letter: Reviewed and approved as presented.

Reserve Study: Dorothy Gutierrez moved to approve the recently completed reserve study as presented. Jane Arellano seconded the motion, which passed unanimously.

2024 Budget: Management presented the 2024 budget with an approximate 8% increase making monthly dues \$391 per unit. Dorothy Gutierrez moved to approve the budget as presented. Jane Arellano seconded the motion, which passed with Chris Aafedt opposed.

TREASURER'S REPORT

September 2023 Financial Report:

Cash Operating	\$239,839.58
Cash Reserves	\$2,475,799.11
Total Liabilities and Equity.....	\$2,722,103.46
Income	\$74,556.55
Expenses	\$69,532.84
Excess Revenue over Expenses for September	\$5,023.71
Excess Revenue over Expenses YTD	(\$21,101.76)

Variances:

GL 61320 Irrigation

Variance for the month:.....	-\$1,028.08
Variance for the year:.....	-\$4,182.32

TREASURER'S REPORT (Cont.)

Investments: Peggy Paddock reported purchasing a 12-month \$200,000 CD at 5.4% in the Raymond James reserve account.

CORRESPONDENCE

Reviewed as submitted. No action was necessary.

NEXT MEETING(s)

Executive Meeting: Tuesday, November 21, 2023, 5:45 p.m.

Board Meeting: Tuesday, November 21, 2023, 6:00 p.m.

No Meetings: December 2023

Annual Meeting: Tuesday, January 16, 2024.

ADJOURNMENT

The Board Meeting adjourned at 8:20 p.m.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:


Secretary _____ Date 11/13/23
Sundance Homeowners Association

As Submitted ✓ As Amended _____

End of File.