

Sundance Homeowner Association Walkthrough and Board Meeting Minutes

Date: April 21, 2022

Time: 4:30pm-7:00pm

Location: K.J.'s residence, 4055 Dawn Court

Walkthrough

The walkthrough was started at 4:30 and was attended by the following:

- K.J. McCorry, President
- Samantha McBride, Treasurer
- Paul McCormack, Secretary
- Nick Conley, Community Manager, Highland Realty

Dawn Ct Common Area:

- Some grass has been damaged by snow removal again. K.J. will add grass seed to the damaged areas.
- The west and east bridges along the ditch path need to be repainted. Nick will reach out Randy, the handyman to repaint.
- The board will not approve the portion of the Taddiken proposal to plant new pine trees along the border of Dawn Court and the Elks Park. This will be deferred another year. Due to the drought conditions, there was concern of the trees surviving in 2022.

Mailbox Area

- K.J. offered to perform a one-time sweep around the mailboxes
- No other maintenance was cited in this area.
- It was noted that the key to mailbox #3 is missing and cannot be opened by the postal service.

Sunrise/Autumn Common Area:

- The corner garden area needs touch up weeding and mulch to be fluffed and the weed cover to be covered. Nick will ask LID.
- K.J. will add grass seed to the stumped areas from last year.
- No sign of emerald ash borer has been detected in the 3 ash trees in this area.
- The board members present for the walk-thru discussed possible community garden in gravel pit area.
- High water bills in this area in September and October due to sprinkler timer malfunction. LID will be asked to check this sprinkler area to determine if there was any other potential leak. The City of Boulder did provide a partial credit to the large water bills.

28th Street/East Common Area (east of Autumn Ct):

- During the large windstorm in December 2021, a large section of fence in the 28th street Common area was blown down. Elite Fence company did replace this section of the fence and recommended full replacement of the fence. Elite Fence did a bid for replacement of the fence which was approximately \$20,000. The board opted to not replace the fence at this time.
- Taddiken's tree maintenance proposal was accepted and will include pruning dead branches in the pine trees
- Based on homeowner feedback in a survey conducted in March 2022, the homeowners requested more water saving measures in the common areas. The board agreed as a test to reduce watering and mowing in this area to let the grass grow longer and reduce water. If this is

successful, this might be implemented in all the common areas.

Dawn Ct East Triangle

- The fire gate latch needs repair again. Someone broke off the latch completely. Samantha will check with her husband, Dan, to see if he is willing to fix it. A reminder to homeowners should be sent in the Spring announcement. This gate should only be used for emergencies. The HOA cannot lock it permanently for fire access.
- In 2013, the HOA entered into an agreement with Brad Queen, 4070 Dawn Ct, for him to use the HOA common area space behind his property as a garden. The board spoke directly with Brad and he does not plan to use that space anymore for a garden. Nick will send a written notice to Brad Queen to terminate the original 2014 Memo of Understanding agreement. The board asked for the homeowner to remove personal property including compost bin, metal pergola, hoses, and electrical cords from the property.
- K.J. will add grass seed to the former garden area.
- There were branches noted in the waterway ditch. LID will be contacted to remove.

Board Meeting

The board meeting was called to order at 5:30 pm and was attended by:

- K.J. McCorry, President
- Kim Rider, Vice President
- Samantha McBride, Treasurer
- Paul McCormack, Secretary
- Leslie Ruprecht, Director
- Nick Conley, Community Manager, Highland Realty

Financial Statement Review

The board reviewed financial statements for the HOA including current profit and loss, balance sheet and budget.

- Assets as of 3/31/2021 are \$149,958, with \$100,154 of that in HOA reserves.
- Liabilities as of 3/31/2021 are \$37,031 (which are all pre-paid HOA dues)

There are ample available liquid assets for 2021, with \$49,805 in the checking account.

Bank Switch

The board approved to transfer our bank accounts to Alpine Bank (Business Checking and Reserve money market) after poor experiences with PNC Bank. The signers on this account will remain the same of:

- K.J. McCorry, President
- Kim Rider, Vice-President
- Samantha McBride, Treasurer

K.J will begin the process of setting up the Alpine Bank accounts and work with the authorized signers and the community manager, Nick Conley, to transfer HOA funds.

2022 Budget Update

President K.J McCorry reviewed the current actual vs. budget report as of March 31, 2022. All expenses are within budget. Snow removal expense is high and near budget due to holiday pricing and high snow

volume in February 2022.

Insurance

Our HOA is required to have general liability, property insurance, and Directors and Officer insurance policies according to our HOA bylaws (Article 7.2) and Colorado Common Interest Ownership Act (CCOIA). Annually, the new insurance policy declarations should be uploaded to the Sundance website under the Governance documents annually. This is required by Colorado State regulations as well as HOA bylaws (Article 10.2).

K.J. reviewed our current American Family insurance policies and found several changes that needed to be made.

- The crime and Fidelity policy coverage was increased from \$10,000 to \$150,000, and additional protection was added for internet fraud
- The inland marine policy (i.e. property insurance), which previously only protected the playground, now will also cover the fences beginning in June.
- The 2021-2022 insurance policies are available on the HOA website. In June, when the policies are renewed and changes are reflected, the new insurance policies will be updated on the website.

The American family agent is going to provide an option of a consolidated HOA insurance policy that could replace all four of our current ones. K.J. has also reached out to State Farm to get comparable quotes from another insurance vendor.

Architectural Review Committee Role

The board decided to dissolve the current Architectural Review Committee (ARC) body in October of 2022 to streamline the approval process for homeowners and to ensure consistency of covenant and design guideline enforcement. This switch will be made in Fall 2022 after the current ARC term ends. The current ARC members will be notified and thanked for their contributions and are encouraged to join the board if they want to continue serving in their community.

Emergency Planning

An Emergency Plan and Training was developed for the HOA by K.J. McCorry. An Emergency Training was conducted on February 16, 2022 by K.J. McCorry with 17 homeowners attending. A recording of the training along with the emergency plan was updated on the HOA website. This training will satisfy the educational requirement for the HOA for 2022.

The board was updated, if debris removal was needed due to storm or natural disaster, it would be the cost of the HOA and not covered with our insurance policies. Depending on the type of disaster, often the city will support removal of debris.

Community garden in Sunrise

A homeowner survey was sent on March 15, 2022 to ask for feedback on community project ideas generated from the Cool Block program 1) community garden 2) xeriscape common area to reduce water.

The board reviewed the survey responses from the neighbors and decided to consider a community garden in the Sunrise/Autumn area gravel pit as a one-year trial. An email will be sent to those homeowners that were interested in organizing, and request that they form a Community Garden Committee.

The committee should propose the following information to the board for final approval.

- Provide a design for the community garden area in the gravel pit area.
- The design and structure should be easily removed if the community garden is discontinued (e.g. garden boxes)
- The cost to build and maintain the garden will be the responsibility of the homeowners who use it
- Determine if existing water is needed and provide proposal/ recommendation.
- Outreach to Sunrise/ Autumn neighbors who abut against the Sunrise community and address any concerns with the community garden.
- Identify a primary point of contact for the community garden committee to engage with the board.

Upon approval from the board, the community garden committee, may proceed with the developing the garden.

Whether or not this project is allowed to continue past 1 year will depend on whether the area is maintained well. If it is not well-maintained, the community garden committee would need to revert the changes they had made to the original design. (e.g. planting raised beds on top of wooden boards such that the gravel could be brought back in its current condition).

Other Notes

- A community cleanup day was organized on April 9, 2022 by Lindsey Sharp. The event had 17 homeowners participated.
- A summer block party will not be planned, due to bandwidth of board members for coordination.
- In lieu of a Spring Newsletter, an email will be sent to the homeowners with the following reminders. Kim offered to draft the email.
 - ARC Form must be submitted 30 days prior to work being performed
 - Request for the missing package mailbox key #3
 - 28th Street common area will reduce watering and mowing as trial
 - Please do not use the firegate in Dawn Ct

The next board meeting will be held in Fall 2022.

The meeting was adjourned at 7:00pm.

Meeting notes written by Paul McCormack on 4/21/2022

Meeting minutes approved by the board of directors on 04/25/2022

SUNDANCE HOMEOWNERS ASSOCIATION, INC.

a Colorado nonprofit corporation

By: Paul McCormack
Paul McCormack, Secretary