

Sundance Homeowners Association
April 24, 2019
MEETING NOTES

Attendees

Board of Directors

- K.J. McCorry, President
- Kim Rider, Vice-President
- Samantha McBride, Treasurer
- David Julie, Secretary
- Lindsay Sharp, Director
- Paul McCormack, Director
- Leslie Ruprecht, Director

Architectural Review Committee (Walk about only)

- Kim Rider, Chair of ARC
- Ralph Doane
- Carrie Mabie
- Thomas Ruprecht
- Scott Troetel

Sundance HOA Partners

- Nick Conley, Property Manager from Highland Realty & Management
- Lisa Morgenthal, LID LANDSCAPING

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SHOA Board Business

Financial Statement Review

The board received the financial statements. It was noted that \$5,000 was transferred in January 2019 from the checking into the reserve/savings account and was reflected in the 2018 financials. Current checking account balance as of March 31, 2019 was \$41,957 and the reserve account was \$73,074. There is a minor snow removal budget overage for the first quarter by \$800. As of March 31, 2018, the remaining expense items are within the approved 2019 budget.

The member overdue balances are \$1625, which is higher than normal for the first quarter. Highland Realty has reached out to all past due accounts and will be following up again.

In 2018 there was over \$500 spent on PayPal transactions fees as more homeowners are using credit cards for due payments. It was discussed to recoup these transaction fees from the homeowners instead of being a HOA expense. The board agreed to keep this as an expense for 2019 since it has been allocated in the budget. The board would like to review this again with the 2020 budget and consider adding this fee to homeowners who want to pay with credit cards.

It was also suggested for the HOA to invest the savings/cash reserves into a money market account to gain interest since the markets are better. Highland Realty agreed to look into options and possible interest rates.

Bids/ Contracts

The board reviewed the following bids and proposals for work in the common areas of the HOA.

Paco Concrete: It was requested by two homeowners to repair/replace the concrete driveway (4133 Sunrise) that abuts against the Sunrise Common Area. The board and Architectural Review Committee reviewed the condition of the Sunrise concrete driveway. There will be more Ash trees removed and there was concern of further damage on the driveway. The board agreed to wait on this repair until the Ash have been removed along that driveway. Highland Real will call the homeowners along sunrise driveway and give them a verbal update. The board will review this repair work again in 2020.

Taddiken: The board reviewed and approved the Taddiken tree bid for general tree maintenance in the common area. President, K.J. McCorry will approve the bid with Taddiken.

LID Sprinklers: The board agreed to perform the first two repair items for the sprinklers on the proposal. The sprinkler upgrades will wait to be budgeted for 2020.

HOA Governance

Declaration of Covenant

The third draft of Declaration of Covenants was reviewed by the board. Changes were made from the attorney meeting held on April 10, 2019.

It was agreed to provide one month for the homeowners to review the 3rd version and provide comments before a meeting is held. If there are extensive comments, then the HOA will invite the attorney to come to the meeting to address concerns and questions. If the attorney attends the meeting this would be an additional cost of approximately \$750. A date of the homeowner meeting to review the draft declaration of covenants will be sometime in June or July of 2019 and specific date determined by the President, K.J. McCorry.

The following were discussions on the 3rd revised version of the declaration of covenants:

Failure to maintain: It was agreed by the vote of the board 5 (yes) and 1 (no) to keep current language in the third version that specifies that the HOA can only enter onto a homeowner's property in case of emergencies or if there is a written court order.

Design guidelines: It was agreed by the vote of the board 5 (yes) and 1 (no) that they board will draft the design guidelines and request homeowner input with the final vote and approval of the design guidelines made by the board and architectural review committee. Director, Paul McCormack, volunteered to begin a draft of design guidelines and take the lead on the project.

Bylaw: It was suggested and agreed by the board to change the bylaws so that once a board member's term has ended, a vote by the members for renewal is needed. President, K.J. McCorry will work with the attorney to determine the cost and process of changing the bylaws.

Articles of Incorporation

Per the agreement with our HOA attorney, the Articles of Incorporation was the other document suggested to update and revise. This 1st draft of the Articles of Incorporation was originally reviewed by the board in May 2018. There were no suggested changes at that time. The board reviewed a second time and had no further changes. The revised Articles of Incorporate will be voted on by the members at the same time as the revised Declaration of Covenants.

Other Items

Community Engagement Activities

- May- Community clean-up day. Lindsey volunteered to be team lead for a community clean up day on May 4th. Notification has been sent to the homeowners.
- June-July -Summer block party – Leslie volunteered to coordinate a summer neighborhood gathering.

Board member David Julie resigned as Secretary of the Board on April 25, 2019. David was thanked by the President and Treasurer for his five years of service to the HOA board of directors.

Paul McCormack was nominated as Secretary and voted in by all board members on May 6, 2019.

Sundance Walkabout

The Sundance Walkabout was conducted with the following board and ARC members and the LID representative.

Common Area Care

- Lawn Fertilizer: Organolawn will do four organic lawn fertilizer treatments. Nick has sent the 2019 schedule to LID Landscaping.
- Sprinkler Schedule and Repairs: LID submitted a bid/proposal for sprinkler repair and upgrade work. The board reviewed this proposal and agreed to do the first two sprinkler repairs listed on the bid.
- Tree Care: Taddiken provided a proposal to trim trees in the common area. The board approved the tree proposal. There was no Emerald Ash Borer (EAB) detected in the trees. Taddiken has agreed to check the Ash trees monthly for EAB at no charge to the association. Once the Ash trees are infected the HOA is required by law to remove them.

Crystal/ Dawn Court Common Areas

- Ditch cleanup: The water ditch was cleaned up by LID landscaping of leaves and tree limb debris April 3, 2019.
- Playground Area: The playground area was in good condition. No repairs or maintenance cited.
- Bridge: The bridge was in good condition from the replacement in 2018. It was noted that there are gaps on either end of the bridge and it would be good to get ramps to make it ADA accessible. LID agreed to look into options.
- Fence: The fence was observed to be in good condition and no repairs were necessary.

Mailbox area

- Mailbox Maintenance: SHOA signage was found in good condition. The bulletin board was found in good condition. A request will be made to Mr. Setlock to weed around the mailbox area by the community manager.

Note: The SHOA is only responsible for the maintenance inside the fence of the mailbox area. Everything on the other side of the fence is the responsibility of Mr. Setlock (based on an agreement made with SHOA in 1998)

Sunrise Common Area

- Common Area: It was requested of LID to weed and re-fluff the mulch in the corner garden area and garden boxes.
- Fence: The common fence in Sunrise court was observed to be in good condition. There were minor repairs made to the fence in March 2019.

28th Street Common Area

- Fences:
 - **Fence Along 28th Street**: This fence was observed to be in adequate condition with no repairs needed at this time.
 - **Fence along homeowners on Autumn Ct/28th Common Area**: This fence had minor repairs made in March 2019. The fence was observed to be in adequate condition and no repairs were needed.
- Trees: The new trees planted by LID in the fall of 2014 and the seedling trees planted by David Julie in the Spring of 2015 all looked in good health. It was requested to remove the stakes by the trees in order for them to create the strength to be own their own.

Creekpath

- Trees. There will be minor tree trimming along the creekpath by Taddiken to be scheduled in May 2019.
- Fence Line: It was requested by LID to weed along the gravel and fence line. It was also requested to trim back the bush in the corner.

Common Driveways and Parking Areas

- Pothole: There were no potholes observed in the streets. The City repaired all streets in the HOA in the Fall of 2018.
- Parking Areas: The parking area trees were checked. There is no tree trimming needed but minimal weeding needed that LID will take care of.

- Dawn Court Bushes: The new bushes planted in the Dawn Court parking area in 2014 are thriving and no trimming is needed.
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Dawn Court Triangle

- Ditch- Waterway: The ditch waterway in Dawn Court Triangle was observed to be partial full of dirt and debris.
- Maintenance: The homeowner who maintains a garden will be asked to clean up and remove debris from the area.

Homeowner Property reviews

HOA properties were reviewed for the following issues:

- Trashcans in front of property
- “Stuff” between homes
- Lawn/garden care
- Fire Hydrants- exposed
- Painting and maintenance of home
- Fences between property owners

Next board meeting

The board meeting on April 24, 2019 was adjourned at 8:04pm.

Meeting notes written by HOA President, K.J. McCorry 5/4/2019

Meeting notes approved by Board of Directors 5/6/2019

SUNDANCE HOMEOWNERS ASSOCIATION, INC.
a Colorado nonprofit corporation

By: 
K.J. McCorry, President