

SUNDANCE HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
SEPTEMBER 29, 2023

CALL TO ORDER

The meeting was called to order at 5:23 p.m. The meeting took place at K.J. McCorry's home. Board Members in attendance were K.J. McCorry, Kim Rider, Paul McCormack, Beth Leibo, and Seth Wingert. Absent board members were Lindsay Sharp and Samantha McBride. Present from MSI, LLC was Heather Pancratz.

OPEN FORUM:

No issues were discussed in open forum.

APPROVAL OF PREVIOUS MINUTES:

The Board approved the April 2023 minute on 5/3/23 via email.

MANAGER'S UPDATE

Financials – The Board reviewed the financials for August 2023. KJ McCorry noted that the HOA is a little bit over budget in tree maintenance and snow removal.

Seth Wingert and Paul McCormack suggested investing the reserve money in some higher interest yielding investments. MSI let the Board know that some other HOA's have been investing in CD's because the interest rates have been over 5%. KJ wants to continue to keep the reserve account with Alpine Bank. Seth and Paul volunteered to look into CD's and higher interest options with Alpine Bank.

KJ asked Patty Fackler to recode a couple of invoices. KJ wanted the Taddiken invoice coded under Tree/Shrub Pruning and the LID Landscaping invoice coded under Grounds Repairs – Sprinklers. Patty Fackler made these changes on September 26, 2023.

Delinquencies – The Board will discuss delinquencies in executive session without the community manager present.

Covenant Violations – There were no violations to discuss at this meeting.

Architectural Committee Log – A homeowner will be submitting a design review request for radon mitigation, but the request has not been submitted yet. The Board will be looking for the request to come through.

Work Order/Maintenance Log – There were no outstanding work orders to discuss.

EMAIL RATIFICATIONS

There were no email decisions to ratify at this meeting.

NEW BUSINESS

HOA Walk/Grounds

A walkthrough of the HOA community was done by the board of directors with the MSI Community Manager. The following were items of discussion:

- Bridges: The bridges were repainted in July by Boulder Handyman Services. Both the planks and siderails were repainted.
 - The mulch was refreshed in the Sunrise Garden area in September 2023 by a separate contracted vendor.
 - Mailbox area: KJ swept the mailbox area and trimmed the trees in this area.
 - 28th Street Common Area: 3 small trees will be planted in this area.
 - The Board was going to try a Xeriscaping Project in the open space behind 28th Street. Michael Hickerson, at LID Landscaping suggested Blue Gamma Grass instead. The Board will consider this proposal in the spring of 2024.
 - There is a city backflow at the Dawn Circle Triangle that has not been tested for 10 years that the city has locked this sprinkler system. The Board approved to pay minimal monthly fee in case sprinkler system is ever needed in this area. If the Board does not pay this monthly fee, then it will be difficult to access water in this area in the future. The Board felt it was important to be able to access water, especially in case of an emergency fire or drought conditions.
 - MSI is in the process to create a snow removal map to review the areas that are shoveled in a snowstorm. This map will be reviewed and approved by KJ.
- Item: Courtesy/Observation Letters will go through Caliber
- MSI discussed with the Board that it is difficult to track the Courtesy/Observation letters when they do not go through Caliber. MSI suggested using the courtesy letter that the board approved in April 2023 and run the process thru the Caliber application.
 - The Board agreed to use Caliber with the courtesy letter that was approved by the board in April 2023.
 - As long as the Courtesy/Observation letter does not mention a fine.
 - As long as the Courtesy/Observation letter gives the homeowners 10 days to take care of the issue.
 - KJ would like a test a violation sent to her so she can see the Courtesy/Observation letter.
 - Board Decision: The Board approved using Caliber for the Courtesy/Observation letter.
 - Action: MSI will take care of getting the Courtesy/Observation letter to Angela Sullivan to put into Caliber and send a test notification to KJ

- Item: FY2024 Budget
 - Discussion/Summary: The Board went over the FY2024 budget that MSI presented to the Board.
 - The board asked MSI to confirm costs for 2024 with the following vendors: LID, Greenscapes and Organo Lawn.
 - Board's Decision: The Board voted unanimously to ratify the FY2024 Budget.
 - Action: MSI will send a notice to the homeowners for the Annual Meeting to be held on October 23, 2023 from 6:30 pm to 7:30 pm via Zoom.

OLD BUSINESS:

There was no old business to discuss at this meeting.

HOA Annual Meeting

The Board discussed the annual homeowners meeting scheduled for Monday, October 23, 2023 from 6:30-7:30pm via Zoom.

- The board reviewed a draft of the agenda and had no additional comments.
- The board reviewed logistics of activities MSI will mail out the meeting notice, finalize financial reports as of 9/31/2023 and 2024 budget report, send reminder notices out to members, collect proxies.
- The Zoom link will be provided by KJ.
- Documents for the annual meeting will be on the MSI portal as well as the Sundance website.
- KJ will develop a slide deck for the annual meeting and will facilitate and chair the annual meeting.

Board Engagement 2024

The Board discussed board member engagement in 2024.

- Lindsey Sharp will not be renewing her board member term. She has served six years on the board and due to work and family commitments has decided to not continue on the board of directors. Her husband, Robert Sharp, is planning on nominating himself as a board candidate.
- Samantha McBride is up for term renewal for 2024.

NEWSLETTER:

The Board will work on a fall newsletter with the following items as well as review them at the annual homeowners meeting :

- E-Bikes going too fast on the paths in the neighborhood.
- There needs to be set basketball hours. People are playing too early in the morning and too late at night.
- Barking dogs in the neighborhood need to be addressed.
- Guest parking needs to be used for guests not for homeowner parking.
- Some lighting is too bright in some yards and stays on too late, such as midnight. It makes it difficult for some people to sleep.

ADJOURNMENT

Without any further business to discuss, the meeting was adjourned at 6:07 p.m.
The next board meeting will be held in April 2024.

EXECUTIVE SESSION:

The Board went into executive session to discuss delinquencies and excused the community manager.