

Sundance Homeowners Association
Board of Directors
April 1, 2021

Meeting Minutes

1. CALL TO ORDER

2. ROLL CALL

X	William Woltmann, President	X	Stacie Cook, Secretary
X	Brandon Derrick, Vice President	X	Adonica Whelton, Assistant Secretary
X	Brent Bloyed, Vice President	X	Chris Ford, Member-at-Large
X	Tina Brewer, Treasurer	X	Steve Harwell, Member-at-Large
X	Pam Moody, Assistant Treasurer		

3. QUORUM

4. APPROVAL OF PRIOR MEETING MINUTES

Motion by William, seconded by Stacie, to approve the minutes of the board meeting held Feb 21, 2021. Motion carried at 6:31.

5. TREASURERS REPORT

- a. Starting Balance on 2/10/2021 was \$17,504.05; Ending Balance on 3/31/2021 was \$20,687.26
- b. Check for \$9,265.20 to be mailed to HOA PO Box from Csolution to close out our account.
- c. Website updated with HOA account card info
- d. OG&E and MWC utilities are up-to-date and set on auto-draft
- e. Appears to be 57 outstanding invoices equal to \$11,685.00
- f. Past due amounts and lien amounts totaling \$4005
- g. Comparing the Tenant print out from Csolution there are 218 units in the subdivision. The customer count from Quickbooks shows only 137 accounts. I will need to cross reference all the info to find out who is missing and if they were invoiced for 2021. That's a difference of 81 homes and \$16,605
- h. Balance sheet review needed; then determine way forward for 2nd billing.
- i. E-payment setup. Brent checking on local e-payment system. Will revisit at next meeting.

6. MANAGERS REPORT

- a. Landscape contractors. Budgeted \$25K
- b. RFP sent out for quotes for a 9-month cycle

Company	Quote	Weed control/fertilizer
McClarín	\$46,000	
Ayers	\$25,600	7 applications
Spears	\$21,307	3 applications

References checked – all comparable. Police/fire depends on what they do and if they have young kids doing the work (level of supervision may be involved)

Obtain quote from Ayers with an amendment to the number of treatments.
Motion made by William, seconded by ???, to go with Ayers pending adjusted bid to exclude 1st application (already too late for it) and adjusted # of applications from 4. 9 Ayes. Approved pending adjusted bid.

- c. Irrigation. The companies contacted said they wouldn't do it; job is too small. Try smaller companies; plan to see who homeowners have used for irrigation/sprinkler systems and check with some of those companies; post on fb group.
- d. Entry light replacement – OGE will upgrade with charge
- e. Street lights. Champoli Ct lights are working but stay on all day; Champoli Dr light with red streamer tied to it is not hooked up. Have work order in with OG&E to take care of that. Follow-up with OG&E
- f. New Entry Lights. OG&E will upgrade them but we have to pay for it. Get bids. Check governing documents for voting requirements for the decision.

7. UNFINISHED BUSINESS

- a. Small Park Sidewalk repair concern/way forward. Ask for volunteers to take care of it; HOA pays for supplied.
- b. Newsletter update/distribution. Update newsletter with survey on dates for Annual meeting/picnic. Print. Board will deliver door-to-door
- c. Summer event committee/date.
- d. Design Review submissions
 - i. One submission for shed

8. NEW BUSINESS

- a. Eagle Scout project. Outdoor gym area, 15'x16' to do push-ups, pull-ups, sit-ups. Funds to be raised by Scout. Description/plans forthcoming from Scout. Check governing document on special vote requirements.
- b. Governing documents state the Design Review Board is to be converted to an Architectural Review Committee and has to be filed with the county. (May be other filing requirements related to transition of HOA to homeowners) Review governing documents for requirements. Look for legal forms/templates.
- c. HOA management software. Discussed possibility of using HOA management software. ??? going to check around to see what other HOAs might use.

9. NEXT MEETING DATE

The next monthly Board meeting is scheduled for May 5, 2021 at 6:00pm, Fuzzy's in MWC.

10. Adjourned, 8:07pm.

//These minutes were approved by the Board at the 5 May 21 meeting.//