

**Sundance Homeowners Association
Spring Board Meeting / Walkabout
April 30, 2012 from 4:30-7:00 PM**

MEETING MINUTES

Attendees: K.J. McCorry, President
Kim Rider, Vice-President
Carol Brooks, Secretary (Absent)
Beth Leibo, Director
Samantha McBride, Director
Jennifer Atkinson, Community Manager from Highland Realty & Management
Nick Conley, New Community Manager from Highland Realty & Management
Kristin Billings, Owner and Property Manager from Highland Realty & Management
Chris Gallagher, LID LANDSCAPING

4:30-6:00pm Walkabout Sundance Neighborhood

1. Mailbox area: The mailbox area was deemed in good order. As a result of non-SHOA homeowner complaint of a dead tree being removed without their consent, the SHOA did compensate in July 2011 for 3 new trees to be planted in the area based on a prior agreement with the SHOA. To date, those trees are still in burlap and have never been planted.
2. Homeowner Property reviews.
Homes were identified that need to paint their home, improve lawn/yard maintenance or other covenant infractions that were observed. The property managers will send homeowners notifications of these issues.
3. Sunrise Common Area
 - Review trees and additional pruning: LID landscaping will do minor low branch removal and branches that are dead.
 - Corner area: There was a small tree and bush that have died. The board agreed to remove the dead shrubs and replace. The tree will be replaced by a lilac bush and the bush will be replaced with a plant (corabells or hostas) or bush that is more conducive to a shady environment. Some minor re-mulching will also be added. LID will perform the work and do it under a \$300 cost.
 - Discuss possible landscape improvements for 2012: Because of high costs with fence and tree damage from the October 2011 storm, it was decided to not do any major landscape renovations at this time.
4. 28th Street Common Area
 - Review fence repairs made 02/2012: The fence repairs that were made were well done.
 - Tree removal and grinding: Based on recommendations from the arborist from Swingle, there were two cottonwood trees removed along the 28th street common area. These trees did have a tree fungus and were dying. It was noted that the trees had not been ground down as requested. The property manager will follow up with Swingle.
 - Tree planting: Since there was the removal of trees, the board discussed replanting additional trees in the 28th street common area. This area in the master landscape plan would have more trees and be more of a 'wildlife' area. Because of reduced water/rainfall and budget it was agreed to wait and will discuss again in the Fall board meeting.

5. Creekpath

- Check tree trimming: Swingle in April 2012 did major corrective pruning along the creekpath as a result from the October 2011 snow storm damage.
- Sidewalk – West Side/ erosion work : There is minor sidewalk erosion along the west creekpath. Repairs were allocated in the 2012 for LID to do the work. Since the creek water has already begun it was decided to wait on repairs in the Fall of 2012 when the creek has stopped running.
- Bridges: It was decided to paint both bridges along the creekpath the same color. LID landscaping recommended a handyman to perform the work.
- Sidewalk- East Side: LID was asked to weed the east side sidewalk area. LID will also give a bid of some small rock to be replaced along the edge of the sidewalk near the east creek bridge.

6. Common Driveways

The Autumn Court driveway that was repaired in October 2011 had some breakage and cracks on the east side end due to the Swingle trucks doing the tree work. It was deemed the damage was probably a result of the concrete and not Swingle's liability. The property manager will contact the contractor for the driveway and manage the issue. All other common driveways looked in good order.

7. Common Area Care

- Beetle Applications: Beetle applications were applied by Swingle in the Fall of 2011. It was agreed to do another beetle application. The property manager will call both Swingle and Organo Lawn for bids.
- Organolawn: OrganoLawn will begin natural/ organic fertilizer treatment for the summer in May. There are four treatments scheduled during the summer (approximate application dates are 5/1, 6/20, 8/17 & 10/18). It was noted that the natural application does not rid of the lawns of all dandelions but will reduce it. The board feels strongly to keep the common areas free of chemicals and use the natural treatments.
- Sprinkler Schedule: It was noted that Dawn Court and Crystal Court common areas were dry and brown. LID will check the sprinklers and timers. LID will review the sprinkler schedule and timing and report back to the property managers.

6:00-7:00pm Other SHOA board Business

1. Review current financial reports

The board reviewed all financial reports. There is \$16,700 in the SHOA checking/ operating account and \$47,800 in the SHOA savings/ reserve account. There is currently \$454 due in accounts receivable. The board reviewed the profit and loss statement against the annual budget. It was noted that the fence repair and tree work was over budget given the damage from the winter. It was also noted by LID that our water budget might run over if we have a dry summer.

2. Elks Park Renovation

There was a new project manager assigned to the Elks Park Renovation, Mike Lamb. They plan to start the project in early spring 2013. They are waiting on a few approvals from CDOT, to approve the new bike paths. They are also waiting on approval and permits for the bridge reconstruction. They hope to have both these items approved in the new few months. The renovation plans have been submitted to the City of Boulder downtown office for their comments and corrections. After that, they can apply for building permits.

3. Homeowner Spring email update/ reminders

A draft email communication to SHOA homeowners was reviewed. The contents will include reminders and updates on the neighborhood.

4. New Property Manager Point of Contact

As of May 15th we will have a change in point of contact with our property managers, Highland Realty. Jennifer Atkinson will be leaving as she is expecting her first child. **Nick Conley**, who has been with Highland Realty for a year has a Business Administration/ Finance degree from the University of Southern Maine. He will be the primary point of contact for all questions concerning the HOA. He can be reached at nick@highlandrealty.com or 303-466-6340.

During the next month transition all board communications will email Jennifer directly with a cc to Nick Conley and Kristin Billings. The board asked Nick to make more frequent visits to the community to provide walk-around checks. It was agreed that during the summer months this would happen every 30-45 days and in the winter every 2-3 months.

5. Next board meeting

The board will meet again in late August or early September 2012. K.J. will send out an email a month prior for possible dates/ times to meet.

The meeting was adjourned at 7:00pm.

Meeting notes written by K.J. McCorry 4/30/2012

Meeting notes reviewed by Jennifer Atkinson 5/1/2012

Meeting notes approved by the Board 5/3/2012