

## **SUNDANCE HOMEOWNER ASSOCIATION ANNUAL MEETING**

**Date: October 17, 2017**

**Time: 6:45-8:00 P.M.**

Location: New Day Church, 2801 Jay Road, Boulder, Colorado 80301

### **Meeting Minutes**

SHOA Board attended: KJ McCorry, President, Kim Rider, Vice President, David Julie, Secretary, Samantha McBride, Treasurer

Property Manager Attended: Nick Conley, Property Manager, Highland Realty

Homeowners Attended: Paul McCormack, Jane Paris, Liisa Hale, Lindsay Sharp, Angelo Keeley, Carrie Mabie, Amber Misenheimer, Victor Belenski, Ralph Doane, Dan McBride

#### **Welcome and Introductions**

K.J. McCorry, President of the SHOA called the annual HOA meeting to order at 7:02pm. Member quorum was met with at least 10% of the members attending the meeting. The meeting began with introductions of the board members, property manager and the attending homeowners. The following board of directors, K.J. McCorry, Kim Rider, David Julie and Samantha McBride have all agreed to serve another year on the board. Lynn Beatty resigned from the board in September 2017 due to personal reasons. Lynn served five years on the HOA board and she was recognized for her service to the HOA. There were no board of directors' nominations received for new board member elections.

#### **Architectural Control Committee (ACC)**

Kim Rider reviewed the responsibilities of the Architectural Control Committee (ACC). The current members of the ACC are Kim Rider, Scott Troetel, Ralph Doane and Carrie Mabie. The current ACC members have all agreed to serve another year for 2018.

Kim reminded homeowners if they perform any of the following changes to their home, that they are required to submit a request to the ACC for approval. The request with details should be sent directly to the Community Manager, Nick Conley who will forward the request onto the ACC members. The ACC has 30 days to respond based on the current bylaws of the association.

- Paint on the outside of the home
- Landscaping
- Fence changes
- Remodel changes that affect the exterior and/or increase the footprint of the home
- Structures erecting on the property including sheds, outbuildings, playgrounds, etc.

#### **SHOA Financial Update**

Nick Conley reviewed the financial statements of the homeowners association. To date, the overall expenses have remained within the annual budget except for Grounds Improvement expenses. The current 2017 income and expense report, 2017 balance statement were reviewed. (see attached financials). The total balance in the SHOA accounts (both checking and savings) is approximately \$76,900. The operating account is approximately \$24,000 and the reserve account is approximately \$53,000.

The 2018 budget was reviewed that was approved by the board of directors on September 21, 2017. Homeowner's dues will increase by 5% for 2018 increasing the dues to \$73.50/ month. It was noted that in the Sundance by-laws the board of directors may increase homeowner's dues annually by 5% and do not need homeowner approval. There were increases in the budget for the following categories: utilities, general clean-up, grounds maintenance, property management, legal, snow removal, and tree maintenance.

The reserve study was also reviewed. The reserve study is intended to be an estimate of future short and long-term maintenance costs of the HOA. The reserve study is located on the Sundance website under the Documents section.

## **SHOA Governance**

K.J. McCorry informed the members that the board has decided to revise the Declaration of Covenants and Articles of Incorporation. Both of these documents are the original HOA documents created in 1985 and are outdated based on city and state regulations as well as incongruent with the new HOA bylaws.

In the past, it was difficult to change these documents requiring a high percentage of HOA member approval and mortgage holders. With the changes in the Colorado law, Articles of Incorporation and Declarations can be changed with reduced HOA member approval. Per recommendation of HOA attorney, Orten Cavanagh & Holmes, LLC, they have stated:

*Colorado law currently states the Association now only needs 67% of the Association to vote to amend its documents, but can also default to the Court Petition process, seeking only one-third of the Association's votes. We recommend the Sundance HOA amend both the declaration of covenants and articles of incorporation.*

Bids were received by HOA law firms, Hindman Sanchez and Orten, Cavanagh & Holmes, to assist with these documents for an estimated cost of \$6000. Revision would entail engaging the ACC and HOA members on suggested revisions before final documents were created. This project will begin in 2018.

The following documents are available on the [Sundance website \(www.sundanceboulder.com\)](http://www.sundanceboulder.com)

- Bylaws and Covenants
- Articles of Incorporation
- HOA policies
  - Adoption and Amendment of Policies
  - Alternative Dispute Resolution Policy
  - Board Member Conflict of Interest Policy
  - Collection of Unpaid Assessments and other Association Charges
  - Conduct of Meetings Policy
  - Covenant and Rule Enforcement Policy
  - Inspection and Copying of Association Records Policy
  - Investment of Reserve Funds Policy
  - Reserve Study and Funding Policy
- HOA Insurance
- Reserve Study Calculation
- HOA Financials

## **Topics of Concern for Homeowners to address to Board of Directors**

The board asked if there were any issues or concerns from the homeowners. The following were noted concerns:

- Sidewalks: A homeowner asked about ownership of the sidewalks in the HOA. The sidewalks are under the jurisdiction of the City of Boulder, as is the guest parking and the streets. For any repairs, please contact the City of Boulder directly. The sidewalk that abuts 4139 Amber that extends from Amber to 26<sup>th</sup> street is also the property of the City of Boulder.
- Eco Passes: A homeowner asked if the HOA could get eco-passes. K.J. McCorry had this request in 2015 and shared the eco-pass program requires a minimum contract of \$7400 to participate. This would require 100% participation from all our HOA at an additional cost of \$113 per household. It was determined by the board of directors in 2015 that this was a cost that most likely all homeowners would not incur. The homeowner thought that this might be changed. K.J. encouraged the homeowner to investigate and provide information to the board for consideration.
- Mailboxes: A homeowner asked whose responsibility to repair mailboxes. The mailboxes are owned and managed by the U.S. Postal Service. Any new keys or repairs to locks must be requested by the U.S. Postal Office directly. It was also noted that homeowners should update

their stickers on the mailboxes.

- **Neighborhood Speed Management:** The City of Boulder has implemented a neighborhood speed management program, [bouldercolorado.gov/transportation/ntmp](http://bouldercolorado.gov/transportation/ntmp), which is designed to educate and enforce speeding traffic on residential streets. Samantha McBride reviewed the program materials and our Sundance community would not qualify for speed bumps or radar trailers.
- **Welcome Committee:** A homeowner asked if the HOA would be willing to have a "Welcome" committee for new homeowners and/or renters who move into the Sundance Community. It was noted there was a previous welcome committee that formed in 2007 but disbanded one year later. The board and homeowners were in favor of the new committee. Angelo Keely offered to chair the committee. The following homeowners offered to serve on the committee: Ralph Doane, Samantha McBride and Carrie Mabie. Angelo agreed to hold the first meeting of the committee in November 2017 to develop roles/responsibilities and the welcome process. Once determined, this information will be reviewed by the board for approval.

### Community Reminders

The following community reminders were reviewed with the homeowners:

- **Trash Cans-** Please put trash cans out on the day of pick up, to reduce animal intrusion. Please remove from front of homes after Tuesday pick ups and inside garage.
- **Porch lights-** Please check lightbulbs on the front of your garage. This added light improves security.
- **Yard Maintenance-** Please make sure your yard is free of equipment and summer items are stored away.
- **Shoveling sidewalks-** It is the homeowners responsibility to shovel sidewalks in front/side of their homes.
- **Driving/ Speeding-** Please drive 15mph in our neighborhood to keep our pets, kids and neighbors safe.
- **Dogs on Leash and Barking-** Please keep your dogs on a leash in our neighborhood. Be mindful of your dog excessively barking.
- **Open Burning-** Please be mindful there is no open burning in your backyard. Only electric grills are allowed. Please see city guidance <https://bouldercolorado.gov/fire-rescue/open-burning-regulations>
- Please visit **SHOA website** [www.sundanceboulder.com](http://www.sundanceboulder.com) for all HOA documents and information

The meeting was adjourned at 8:00pm.

*Meeting notes written by President: K.J. McCorry 10/17/2017*  
*Meeting notes approved by all Board of Directors 10/18/2017*

SUNDANCE HOMEOWNERS ASSOCIATION, INC.  
a Colorado nonprofit corporation

By: David Julie  
David, Julie Secretary

Date: 10/20/2017