

**THE MINUTES OF THE MEETING  
OF THE  
BOARD OF DIRECTORS  
OF THE  
SUNDANCE HOMEOWNERS ASSOCIATION**

December 16, 2025

**CALL TO ORDER**

The following are the Minutes of the Meeting of the Board of Directors of **Sundance Homeowners Association**, held on December 16, 2025, at the Sundance clubhouse, Cerritos, CA. A **Quorum** was present and the meeting was called to order at 6:16 p.m.

**BOARD MEMBERS PRESENT**

Chris Aafedt, President; Jane Arellano, Vice President; Pi Hui (Jerry) Liang, Secretary; Peggy Paddock, Treasurer; Trudy Shiroma, Member at Large.

**BOARD MEMBERS ABSENT** – None.

**MANAGEMENT**

Grace Babcock, The Management Trust (TMT), was also present.

**HOMEOWNERS FORUM**

**16525 Poppyglen:** Homeowner expressed the following concerns:

- Overgrown Pine trees in front of home. Is there a trimming or removal plan? Jane Arellano reported that the Andre arborist has created a tree plan and will check to see if the Pine trees are on the list.
- Disposal of large items/trash between shrubs and wall. The Board suggested Homeowner call Management for removal when noticed.
- Trespassers in the community.

**EXECUTIVE MEETING SUMMARY**

At the Executive Meeting of December 16, 2025, the Board approved minutes, held hearings and reviewed delinquencies and a fee waiver request.

**APPROVAL OF CONSENT CALENDAR**

The Board unanimously approved the Consent Calendar as follows:

- Approval of the October 21 and November 24, 2025, Board Meeting Minutes as presented.
- **Liens Approved: Account #25242575353.**
- **Foreclosures Approved: None.**

## MANAGEMENT REPORT

Management included in the Board Meeting packet the Action Lists of October 21 and November 24, 2025, and Site Reviews of October 6, November 11 and December 9, 2025. The Board noted no significant issues.

Management also included in the Board Meeting packet the Violation Report and Work Order Report for the period October 1 through December 8, 2025.

**Reserve Payments Approved:** None.

## COMMITTEE REPORTS

**Architectural:** Management included in the Board Meeting packet an Architectural Request report for the time period October 1 through December 8, 2025. No issues noted.

- **Landscape:** Written report reviewed.
- **Communications/Website:** No issues noted.
- **Clubhouse:** No issues noted.

## UNFINISHED BUSINESS

**Street Project:** Completion pending. The Board requested Management coordinate with Ed Perez of LaBelle Marvin to resolve unaddressed street areas.

**Driveway Apron Repairs:** The Board reviewed a proposal from Quickel Paving of \$2,295 to remove/replace driveway apron asphalt. Tabled for additional proposals.

**Rain Gutter/Roof Cleaning:** In progress. Peggy Paddock moved to approve an expenditure of **\$28,868.72** with **Lang Roofing** for sloped roof tile repairs/replacements detected during the project. Jerry Liang seconded the motion, which passed unanimously.

**Tree Stump Grinding:** Complete.

**Illegal Parking:** Surveillance ongoing.

## NEW BUSINESS

**Holiday Parking:** At the Board Meeting on November 24, 2025, the Board unanimously decided on parking violation moratoriums for November 22 through December 1, 2025, and December 20, 2025, through January 4, 2026.

**Pool Closures:** The Board unanimously decided not to change the pool closure schedule.

**Clubhouse Carpet Cleaning:** Peggy Paddock moved to approve an expenditure of **\$450** with **Sam's Janitorial Services** for clubhouse carpet and stair cleaning. Trudy Shiroma seconded the motion, which passed unanimously.

**NEW BUSINESS (Cont.)**

**Landscape Proposal:** Trudy Shiroma moved to approve an expenditure of **\$2,940** with **Andre Landscape** to flush landscape drains at **16405 – 16415 Greenlake** per proposal #31072. Jerry Liang seconded the motion, which passed unanimously.

**Annual Calendar Review:** Reviewed as presented. Changes should be emailed to Management.

**Mailbox Vandalism:** The Board continues to research solutions.

**TREASURER’S REPORT**

**October 2025 Financial Report:**

Cash Operating .....	\$168,916.35
Cash Reserves .....	\$2,851,190.76
Total Liabilities and Equity.....	\$3,044,956.74
Income .....	\$87,803.36
Expenses .....	\$86,686.11
Excess Revenue Over Expenses for October.....	\$1,117.25
Excess Revenue Over Expenses YTD.....	(-\$8,278.86)

**Funds Transfers:** None.

Peggy Paddock moved to receive and file, subject to audit, the October 2025 Financial Report. Jerry Liang seconded the motion, which passed unanimously. Chris Aafedt moved to ratify the Board’s Financial Report receipt/review. Trudy Shiroma seconded the motion, which passed unanimously.

**CORRESPONDENCE**

Reviewed as submitted. No action was necessary.

**NEXT MEETING(s)**

**Executive Meeting:** Tuesday, January 20, 2026, 5:45 p.m.

**Board Meeting:** Tuesday, January 20, 2026, after Executive Meeting.

**Annual Meeting/Election:** Tuesday January 27, 2026, 6:00 p.m.

**ADJOURNMENT**

The Board Meeting adjourned at 8:09 p.m.

Prepared by: Pam Dingwell, Recording Secretary (RSI)

Approved by:  1/20/2026  
 Secretary Date  
**Sundance Homeowners Association**

As Submitted  As Amended

**END OF FILE**