

Summit Park Condominiums Association
Board of Directors Meeting
Regular Meeting of the Directors
April 18, 2015
Continental Country Club

1. **Call to Order:** President Wensman called the meeting to order at 9:00 AM. Present: Randy Wensman, Ken Lamb, Bob Woodwell, Nancy Hornewer, Ann-Therese O’Sullivan and Teresa Vail (telephonically). Also present: Homeowner Karen Feess and David Evans, Evans HOA Management
2. **Approval of Agenda:** The agenda was reviewed. Under “Other Business”; President Wensman requested that the Summer Social be added to the agenda. The agenda was approved as amended and the meeting proceeded.
3. **Approval of Minutes:** The minutes of the regular meeting of the Board from January 17, 2015 were reviewed. It was noted that Bob Woodwell’s name was mis-spelled. **A motion was made by Director Hornewer to approve the minutes as corrected. The motion was seconded and approved unanimously (MSCU).**
4. **New Owners since October 11, 2014:** The Board and Mr. Evans reviewed the list of new homeowners since the last meeting. No further action was taken.
5. **Property Owner Input:** Karen Feess stated that she see quite a few people walking their dogs in the private property to the north of the complex and not cleaning up after the dogs. The board agreed that while this was not a good practice, the land was private and that Summit Park could do little about it.
6. **Financial Report**
 - a. 2015 Year to Date Financial Report
 - i. Treasurer Woodwell presented the Treasurer’s Report which had the following information through March 30, 2105:
 1. Income: \$75,256.47
 2. Expense: \$58,957.88
 3. Net Income: \$16,298.59
 4. Operating Account: 107,597.03
 5. Money Market Account: \$53,024.03
 6. Reserve Account: \$189,104.49
 7. Accounts Receivable: \$5,247.96
 - ii. **A Motion was made by Director Hornewer to approve the 2015 Year-to-Date Financial Report as presented. The Motion was seconded and carried unanimously (MSCU).**
 - b. Delinquent Accounts as of March 31, 2015 – To be discussed in Executive Session
7. **Buildings and Grounds**
 - a. Water Usage – Building #1: Mr. Evans advised the Board that maintenance crew had gone unit by unit in an effort to identify source of excessive usage. One unit was identified as a possibility and Evans was in the process of setting time for a plumber to have access to the unit to check for possible leaks. He will report back on those findings.
 - b. Landscape Contract: The landscape contract was reviewed. The need to get a copy of the contractors insurance was noted. Evans will do so. The grounds look much improved. High

Country Landscape is doing a much better job of keeping grounds clean and handyman, Jeff Kahn, is doing a good job of keeping sidewalks, parking lots and dumpster areas clean.

- c. Parking Lot Sealing and Repair: It was confirmed that the estimate from Arizona Sealcoating had been approved including the patching of about a dozen spots of asphalt that is deteriorating due to excessive oil seepage. Evans has talked to contractor about getting the work done but did not have a schedule.
 - i. There was discussion regarding the need for residents to park in their designated parking spots. It was also mentioned that some residents use “open” spots which are not near their buildings. This is an inconvenience to other residents. Director Hornewer suggested sending a letter to all residents reminding them of their assigned covered parking stall and that it should be used as the primary parking spot. Evans will send the letter, once the draft has been approved by the board.
- d. Dryer Vent: Evans reported on the potential cost of the association paying for the cleaning of dryer vents. The cost was deemed too high and the idea was tabled.
- e. BBQ Step Down: The lowered section of the main BBQ deck was noted to be a safety issue and a potential liability. Evans was requested to get a bid for raising the section to the level of the rest of the deck. He will get a bid and pass it on to the board for approval. It is strongly desired that the work be done prior to the summer social.

8. **Building Projects**

- a. Roof Inspection: The desire to have a professional inspect the roof and provide an estimate of the remaining life was discussed as this would be valuable information for reserve and long term planning. President Wensman is in the process of interviewing potential roofing inspectors.
 - i. Painting: The estimate from New Perspectives Painting was reviewed. The estimate for \$6,575 was to conduct various repair and touch up painting throughout the complex. Director Hornewer made a motion to accept the estimate. **The motion was seconded and approved unanimously.**
- b. Gutters/Downspouts – Evans was requested to obtain another estimate for the installation of rain gutters.
- c. Signage: Director O’Sullivan confirmed that building and unit signs were needed as it is nearly impossible for visitors to find the existing building signs. The board agreed to table the matter until Director Vail returned to Flagstaff.

9. CC&R Violations – None requiring board action.

10. Other Business

- a. Owner Social Directory and Rental Survey: Evans reported that there had been an 83% response to the contact information and rental survey. About 60% are either full or part-time residents. Only 35% would like to be listed in a social directory.
- b. Summer Social: The annual social will be July 18, 2015 at 5:00 PM. Karen Feess and Gretchen Burgess will organize the event. The rain date will be July 19, 2015 at noon.

11. Next Meeting: Scheduled for Saturday, July 18, 2015 at 9:00 AM at the Continental Country Club.

12. Adjourned to Executive Session to discuss delinquent accounts. There being no further business; the executive session adjourned at 11:17 AM

Respectfully Submitted,

David Evans

Association Manager