

Summit Park Condominium Association
Board of Directors Meeting
September 12, 2015

1. Call to Order: The Quarterly Board meeting was called to order by President Randy Wensman at 9:00 am in the Board Room at the Continental Country Club Clubhouse. Directors present: Wensman, Ken Lamb, Bob Woodwell, Nancy Hornewer, Teresa Vail and Ann-Therese O'Sullivan. Homeowners present: Michael Saks and Roselle Wissler, #124; Gretchen Burgess #103; and Maya Uddin; #220. Also present was David Evans, Evans HOA Management Co.
2. Approval of the Agenda: The agenda was reviewed. The agenda was approved and the meeting proceeded.
3. Approval of the Minutes: The minutes of the July 18, 2015 meeting were reviewed. Motion, Second, and Carried Unanimously (MSCU) to approve the minutes as presented.
4. New Owners: Evans reported that there had been three sales since the last meeting: Paul and Linda Todacheenie #118; John and Teresa Vail #148; Jessica Foos, #213.
5. Property Owners Input: Ms. Wissler commented that residents were not always using the recycling bin since it is not clearly marked and is hard to distinguish from the trash bins. Michael Saks encouraged the board to be tougher on the enforcement of parking issues and other violations of the CC&Rs and Rules and Regulations.
6. Financial Report
 - a. 2015 Year to Date Financial Report: Treasurer Woodwell reported the following information as of August 31, 2015:
 - i. Total Cash: \$362,881
 - ii. Accounts Receivable: \$7,828
 - iii. Income: \$203,962
 - iv. Expenses: \$197,513
 - v. Surplus: \$6,448
 - b. Treasurer, Bob Woodwell recommended purchasing another \$25,000 in Certificates of Deposit. Motion, Second, and Carried Unanimously (MSCU) to approve the purchase as recommended.
7. Treasurer Woodwell presented the proposed budget for 2016. He recommended lowering the maintenance assessment to \$138 per month while holding the reserve assessment at \$45 per month. Director Vail asked that \$2,500 be added to the budget for landscape extras. Several directors expressed concerns about lowering the monthly maintenance assessment. Motion, Second, Carried, Unanimously to accept the budget with: a) \$2,500 added to landscape extras and b) maintaining the current assessment rates.
8. Transition status of EHMC and HOAMCO: Evans reported that the transition was going well. Owner and vendor financial data has been transferred to HOAMCO, who is now collecting assessments and paying invoices. \$5,000 has been transferred to Alliance

Bank and the rest of the funds held in National Bank of Arizona will be transferred at a later date. The board consensus is that they are comfortable working with HOAMCO for the 2016 year and re-evaluate next summer.

9. Buildings and Grounds:

- a) Water Usage: Treasurer, Bob Woodwell, informed the Board that water usage continues to be high in Buildings 6 and 11. The high usage in Building 1 has been reduced; although no cause for the high usage was identified.
- b) Parking Lot Repair: The parking lot has been resealed and striped. The 2015 project is now complete. Director Vail pointed out that in 2016 the perimeter cracks between the concrete curb and the parking lot should be filled.
- c) Painting and Siding Repairs: Repairs and painting for 2015 has been completed. It was noted that this was not a complete painting and that because of that some areas that possibly could have been painted were not. A couple of additional items including a handrail at #224 were mentioned as needing attention.
- d) Gutters/Downspouts: There is a desire to complete the guttering of the ten remaining buildings in 2016. The estimated cost is an average of \$3,400 per building.
- e) Signage: The new building signs have been procured and installed. They look good and provide better indications of what units are at each of the entryways.
- f) Landscape: High Country Landscape will need to winterize the property including cutting limbs away from the sidewalks and buildings and shutting down the irrigation systems. There was a discussion about removing the wild roses from several areas and replenishing mulch areas.
- g) Dryer Vents: The person who cleans the dryer vents on a monthly basis has quit.

10. Water and Sewer Infrastructure: President Wensman reported on his discussion with the City of Flagstaff. According to the city the Association owns all water lines from the water meter to the buildings for repairs. Likewise it is responsible for the repairs of the sewer lines from the buildings to the main sewer line. He distributed a map of the lines. Although not an immediate repair issue, it is necessary to remember this for future reserve studies and operational repairs.

11. CC&Rs: Noise violations, cars leaking oil and cigarette butts were discussed. Evans reported that he had written violation letters regarding each of these prior to his retirement and any further compliance measures will need to be done by HOAMCO.

12. The next meeting is the annual meeting.

11. Adjourn: The meeting adjourned at 11:58 AM.

Respectfully Submitted,

David Evans
Association Manager