

SUMMIT PARK COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
MAY 2, 2016

The Regular Meeting of the Board of Directors of the Summit Park Community Association was held on Monday, May 2, 2016, in the Association's Clubhouse. The President, Mark Cartwright, called the Meeting to order at 6:02 p.m.

CALL TO
ORDER

Directors Present: Nick Becker
Sean Bell
Mark Cartwright
Kevin Fuller
Iku Sorida

Directors Absent: None

Representing Cardinal: Lisa Bryce, Account Manager

Others Present: Janeen Appleton
Lynne Moorman
Allen Moorman
Austin Welsh
Conrad Wyazomirski

Lisa Bryce reported that quorum had not been met to hold the Annual Meeting, as only 39 of the necessary 138 ballots had been received. It was announced that the Second Calling of the Annual Meeting would be held on June 6, 2016, at 6:00 p.m. Cardinal was requested to provide an Inspector of Elections at the Second Calling to count the votes and announce the results.

ANNUAL
MEETING

The President, Mark Cartwright, opened the Homeowner Forum.

H/O FORUM

The owner with account #SP-0038-0079-03 was present to discuss the sewer backup they had in their unit. No action was required.

SP-0038-0079-03

The owner with account #SP-0038-0132-03 was present to discuss their parking application. No action was required.

SP-0038-0132-03

The owner with account #SP-0038-0214-01 was present to discuss the trees that were blocking his view. Cardinal was requested to issue a work order to Las Flores and request that the trees be trimmed if trimming was needed.

SP-0038-0214-01

The owner with account #SP-0038-0212-01 was present to discuss the trees that were blocking her view. No action was required as a work order was going to be issued for the same area.

SP-0038-0212-01

As there were no other owners present who wished to address the Board, the Homeowner Forum was closed.

H/O FORUM
CLOSED

A Motion was duly made, seconded, and unanimously carried to approve the March 29, 2016 Emergency Meeting Minutes and April 4, 2016 Regular Meeting Minutes, as written. Cardinal was requested to post the Draft Minutes to the website.

MINUTES

A Motion was duly made, seconded, and unanimously carried to accept the March 2016 Financial Statements as presented, subject to audit. Cardinal was requested to roll the excess amount in the Morgan Stanley account to two CD's maturing at separate times.

FINANCIALS

The Directors reviewed the current aging report. No action was required.

CURRENT
AGING

A Motion was duly made, seconded, and unanimously carried to approve the Lien Resolutions on accounts #SP-0038-0087-01 and #SP-0038-0265-02.

LIEN
RESOLUTIONS

A Motion was duly made, seconded, and unanimously carried to accept the audit prepared by Daniel J. Leonard, CPA. Cardinal was requested to mail the audit to the membership.

AUDIT

A Motion was duly made, seconded, and unanimously carried to accept the tax returns prepared by Daniel J. Leonard, CPA. Cardinal was requested to file the tax returns.

TAX RETURNS

A Motion was duly made, seconded, and unanimously carried to transfer the prior year surplus to reserves.

PRIOR YEAR
SURPLUS

The Directors reviewed the proposals from CID Insurance and Farmers Insurance. A Motion was duly made, seconded, and unanimously carried to approve the Farmers Insurance proposal for Workers Compensation Insurance, at a cost of \$516.00. Cardinal was requested to inform the vendors of the Board's decision.

WORKERS
COMP.
INSURANCE

The Directors discussed the proposals from A to Z Leak Protection and Scott English Plumbing. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Scott English for main line clean out only. Cardinal was requested to inform the vendors of the Board's decision and request a group discount for any owner wanting to clean out their sewer line.

MAIN SEWER
LINE

The Directors discussed the proposal from Gale Force. A Motion was duly made, seconded, and unanimously carried to approve the proposal from Gale Force, option #1 to spot clean the sidewalks, at a cost of \$1,595.00. Cardinal was requested to inform the vendor of the Board's decision.

GALE FORCE

The Directors discussed the proposal from MasterCare. A Motion was duly made, seconded, and unanimously carried to ratify the proposal from MasterCare for sewage remediation at 8415 E. Cody, at a cost of \$2,625.00. Cardinal was requested to inform the vendor of the Board's decision.

MASTERCARE

The Directors discussed the correspondence from Republic Services regarding the hazardous material that owners were dumping in the trash bins. A Motion was duly made, seconded, and unanimously carried to approve the correspondence going out to the members in the billing statement. Cardinal was also requested to add "Please be reminded no car repairs or oil changes are permitted within the community", to the next billing statement.

REPUBLIC
SERVICES

The Directors discussed the garage sale dates for the year. A Motion was duly made, seconded, and unanimously carried to hold the annual garage sales on June 4 and 5, 2016, and November 5 and 6, 2016. Cardinal was requested to send the notice to the membership and to also add the dates to the annual calendar.

GARAGE SALE

The Directors discussed the correspondence from the owner with account #SP-0038-0228-03 appealing the denied parking sticker that was denied. A Motion was duly made, seconded, and unanimously carried to approve the parking sticker, pending payment. Cardinal was requested to inform the owner of the Board's decision.

SP-0038-0228-03

The Directors discussed the correspondence from the owner with account #SP-0038-0079-03 requesting reimbursement of invoices paid for the sewage back up in their unit. A Motion was duly made, seconded, and unanimously carried to approve the reimbursement, at a cost not to exceed \$435.00. Cardinal was requested to inform the owner of the Board's decision.

SP-0038-0079-03

The Directors discussed the correspondence from the owner with account #SP-0038-0019-05. A Motion was duly made, seconded, and unanimously carried to deny the request. Cardinal was directed to inform the owner of the Board's decision and inform the owner that the decal would need to be moved so the patrol company could read it.

SP-0038-0019-05

The Directors discussed the correspondence from the owner with account #SP-0038-0111-02. The Board suggested that the two vehicles switch parking spaces.

SP-0038-0111-02

The Directors discussed the correspondence from the owner with account #SP-0038-0066-02 regarding the ivy growing in their patio. Cardinal was requested to issue a work order to Las Flores to have the ivy removed. Cardinal was requested to issue a work order to Animal Pest Management and have them install a pest control box near their unit.

SP-0038-0066-02

The Directors discussed the correspondence from the owner with account #SP-0038-0038-01. Cardinal was requested to thank the owner for their correspondence.

SP-0038-0038-01

The Directors discussed the correspondence from the owner with account #SP-0038-0158-01. Cardinal was requested to inform the owner that this was a neighbor to neighbor issue.

SP-0038-0158-01

Cardinal was requested to have Las Flores submit a proposal to plant a hedge along the fence line with enough space left to walk between the fence and the hedge.

LAS FLORES

Cardinal was requested to send a courtesy letter to account #SP-0038-0144-03 for the fire pit on the patio, as it was not permitted.

SP-0038-0144-03

Cardinal was requested to send Vinco Construction a letter requesting an inventory list of the utility doors that were installed and their location.

UTILITY
DOORS

Cardinal was requested to send a letter to the city informing them that their gate to the Association was rusted and that it could be opened without the key.

CITY

Cardinal was requested to secure bids for new flooring in the gym.

GYM FLOORS

Cardinal was requested to make sure Las Flores Landscape had a key to the bathrooms in the gym area.

LAS FLORES

Cardinal was requested to have Country Estate Fence submit a quote to add two gates to the fence line.

COUNTRY
ESTATE

There being no further business, the Meeting was adjourned at 7:10 p.m.

ADJOURN

Submitted by: Lisa Bryce, Account Manager

SUBMIT

ATTEST:

ATTEST

Mark Cartwright, President

Date

SECRETARY CERTIFICATION

CERTIFICATE

I, Kevin Fuller, the appointed Secretary of the Summit Park Community Association, do hereby certify that the foregoing is a true and correct copy of the Minutes of the Summit Park Community Association Board of Directors Meeting held May 2, 2016, as approved by the Board Members in attendance of the Meeting.

Kevin Fuller, Secretary

Date