

SUMMIT PARK COMMUNITY ASSOCIATION
MEETING OF THE BOARD OF DIRECTORS
SEPTEMBER 13, 2016

The Regular Meeting of the Board of Directors of the Summit Park Community Association was held on Tuesday, September 13, 2016, in the Association's Clubhouse. The Secretary, Kevin Fuller, called the Meeting to order at 6:15 p.m.

CALL TO
ORDER

Directors Present: Nick Becker
Kevin Fuller
Iku Sorida

Directors Absent: Sean Bell
Mark Cartwright

Representing Cardinal: Lisa Bryce, Account Manager

Others Present: Sarah Lang
Katherine Karakoc
Michelle Pond

It was announced that the Board met in Executive Session prior to this Meeting to hold non-compliance Hearings.

EXECUTIVE
SESSION

The Secretary, Kevin Fuller, opened the Homeowner Forum.

H/O FORUM

The owner with account #SP-0038-0168-05 was present to thank Cardinal for spraying for flies. No action was required.

SP-0038-0168-05

The owner with account #SP-0038-0022-01 was present to discuss another owner's water damage. No action was required.

SP-0038-0022-01

The owner with account #SP-0038-0059-03 was present to discuss their current water damage claim. Cardinal was requested to contact the owner no later than September 16, 2016.

SP-0038-0059-03

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 August 1, 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 July 2016 Financial Statements as presented, subject to audit. Cardinal was reminded to roll over the excess money in the Morgan Stanley account.

FINANCIAL
STATEMENT

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

AGING REPORT

A Motion was duly made, seconded, and unanimously carried to approve the proposal from Daniel Leonard, CPA to perform the Audit and complete the tax returns, at a cost of \$950.00. Cardinal was requested to inform the vendor of the Board's decision.

AUDIT AND
TAX RETURNS

A Motion was duly made, seconded, and unanimously carried to approve the Budget with a \$15.00 per lot per month increase. Cardinal was requested to make the corrections and mail out the budget to the membership.

BUDGET

A Motion was duly made, seconded, and unanimously carried to deny the Lien Resolutions for APN# 930-394-41 and #APN 930-395-74, as the owners were current with their assessments.

LIEN
RESOLUTIONS

A Motion was duly made, seconded, and unanimously carried to ratify the proposal from Premier Painting, to paint fifty utility doors within the community at a cost of \$1,500.00, to be charged to reserves. As the work had already been performed, Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

PREMIER
PAINTING

A Motion was duly made, seconded, and unanimously carried to ratify the proposal from Scott English Plumbing, to repair a slab leak at 8445 E. Cody Way, at a cost of \$1,725.00. As the work had already been performed, Cardinal was requested to forward the signed copy of the proposal to the vendor for their records.

8445 E. CODY
WAY

The Directors reviewed the proposal from Accurate Termite. A Motion was duly made, seconded, and unanimously carried to approve proposal #22598, for termite treatment at 845 S. Taos, at a cost of \$495.00. Cardinal was requested to inform the vendor of the Board's decision.

845 s. TAOS

The Directors tabled the proposal from Caliber Garage Doors to the next Board Meeting.

CALIBER
GARAGE

The Directors discussed the annual tree trimming proposal from Las Flores Landscape. A Motion was duly made, seconded, and unanimously carried to approve proposal #6233, for the annual tree trimming, at a cost of \$20,995.00, with the stipulation that the debris be removed daily. Cardinal was requested to inform the vendor of the Board's decision.

LAS FLORES
TREE
TRIMMING

The Directors discussed the modification clearing proposal from Las Flores Landscape. A Motion was duly made, seconded, and unanimously carried to approve proposal #6468 for modification clearing, at a cost of \$9,500.00, with the stipulation that Kevin confirm on the map the area that needs to be cleared. Cardinal was requested to inform the vendor of the Board's decision.

LAS FLORES
MOD.
CLEARING

A Motion was duly made, seconded, and unanimously carried to deny the Segal Earthquake Insurance proposal. Cardinal was requested to inform the vendor of the Board's decision.

EARTHQUAKE
INSURANCE

The Directors reviewed the janitorial contract. Cardinal was directed to request three new bids for janitorial service. Cardinal was requested to use the existing contract as a template and add sanitizing the gym equipment to the contract.

JANITORIAL
CONTRACT

The Directors reviewed Nordic's Security contract. Cardinal was requested to send a letter to Nordic Security requesting that they check pool keys when they do their walk around.

NORDIC
SECURITY

Cardinal was requested to send a letter to Breakpoint Commercial requesting that they leave the pool heater on year round. Cardinal was requested to inquire what the lowest comfortable setting was.

BREAKPOINT
COMMERCIAL

The Directors discussed the proposal for Out-Fit Service. A Motion was duly made, seconded, and unanimously carried to approve proposal #22348, to fix the leg press, at a cost of \$268.31. Cardinal was requested to inform the vendor of the Board's decision.

EXERCISE
EQUIPMENT

The Directors reviewed the Black Book Pages. No action was required.

BLACK BOOK
PAGES

The Directors reviewed the correspondence from the owner with account #SP-0038-0115-02 requesting a tree be removed. Cardinal was directed to request a proposal from Las Flores to remove the tree and stump grind and to inform the owner.

SP-0038-0115-02

The Directors reviewed the correspondence from the owner with account #SP-0038-0077-01 regarding a neighbor to neighbor issue. A Motion was duly made, seconded, and unanimously carried to approve sending a letter to the neighbor for noise nuisance. Their account number was #SP-0038-0078-02. Cardinal was requested to inform the owner of the Board's decision and request that they contact Animal Control.

SP-0038-0077-01

The Directors reviewed the correspondence from the owner with account #SP-0038-0216-05 regarding painting space numbers on the ground. A Motion was duly made, seconded, and unanimously carried to deny the request. Cardinal was requested to inform the owner of the Board's decision.

SP-0038-0216-05

The Directors reviewed the correspondence from the owner with account #SP-0038-0240-03 requesting waiver of a late fee and interest. A Motion was duly made, seconded, and unanimously carried to approve waiving the late and interest fees in the amount of \$21.40. Cardinal was requested to inform the owner of the Board's decision.

SP-0038-0240-03

The Directors reviewed the correspondence from the owner with account #SP-0038-0028-01 requesting reimbursement of a towing charge. A Motion was duly made, seconded, and unanimously carried to deny the request. Cardinal was requested to inform the owner of the Board's decision.

SP-0038-0028-01

The Directors reviewed the Enhanced Web Portal Services. No action was

required.

The Directors tabled discussion on Insurance Deductibles to the next Board Meeting.

There being no further business, the Meeting was adjourned at 9:05 p.m.

Submitted by: Lisa Bryce, Account Manager

ENHANCED
WEB PORTAL

INSURANCE
DEDUCTIBLES
ADJOURN

SUBMIT

ATTEST:

ATTEST

Iku Sorida, Treasurer

Date

SECRETARY CERTIFICATION

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 September 13, 2016, as approved by the Board Members in attendance of the Meeting.

CERTIFICATE

Kevin Fuller, Secretary

Date