

Summit Park Condominiums Association  
2013 Annual Meeting  
Flagstaff Aquaplex  
Saturday, October 19, 2013

1. Call to Order: The meeting was called to order by President Wensman at 8:09 a.m.
2. Establish Quorum: Mr. Evans, Property Manager, announced that with owners who had submitted absentee ballots or were present at the meeting the quorum requirements had been met and the meeting proceeded
3. Introduction of Board of Directors: The Board of Directors individually introduced themselves.
4. Introduction of Association Manager: Mr. David Evans, Property Manager, and his associate, Marlene Larson, were introduced by President Wensman, who thanked Mr. Evans for his third year of management of the Association.
5. Reading and Approval of 2012 Annual Meeting Minutes: The minutes of 2012 Annual Meeting were reviewed. **Motion was made by Frank Pesson to approve the 2012 Annual Meeting Minutes as presented. Motion was seconded and unanimously approved.**
6. President's Report: President Wensman acknowledged the contributions by homeowners: Gretchen Burgess for her work to improve landscape and appearance of the complex; Karen Feess for work on social events; Frank Pressor for his oversight of the Association's financial investments; and Diane McNeal and Debra Gale for their diligence in overseeing and reporting conditions/violations/concerns. The following 2013 projects were reviewed:
  - a. Property
    - i. Painted buildings 9, 10 and 11; including garages and carports.
    - ii. Concrete replacement of deteriorated sidewalks.
    - iii. Landscaping
      1. Flower barrels were added to each entry.
      2. Stairwells received gravel ground cover.
      3. Wood chip mulch was added to areas where it was thin.
  - b. Fencing on south side of property has been approved and will be installed this fall.
  - c. Fire sprinkler maintenance found several old parts that were replaced in order to ensure a functioning system.
  - d. Crack sealed the parking lot.
  - e. Replaced picnic table benches.
  - f. Administration
    - i. Project Documents (CC&R's, Bylaws, and Articles of Incorporation) were rewritten and submitted to owners for approval. Vote to be announced late in meeting.
    - ii. Long term reserve study was conducted to ensure that the Association was sufficiently funding the reserves.
    - iii. Re-instituted transfer fee of \$356 for 2013 and \$360 for 2014
    - iv. Expanded insurance coverage to include the interior walls and fixtures of the units.
    - v. Hosted HOA annual social in July.
    - vi. CC&R enforcement policy was approved by the board.

- vii. Satellite Antenna Policy was reaffirmed and enforcement action was authorized.
- g. Legal Action Completed
  - i. Fannie Mae settlement for a 2009 flooding incident was obtained.
  - ii. Collections on delinquent accounts continue to be actively pursued.
- h. Legal Action Pending
  - i. Unit foreclosure is being pursued on one unit.
  - ii. Personal judgments against a previous owner is being sought for delinquent assessment.

2014 projects were outlined:

- a. Property
  - i. Paint buildings 1 and 2; including garages and carports.
  - ii. Replace wood and siding where needed.
  - iii. Landscape
    - 1. Assess need for additional landscaping resources
    - 2. Continue beautification projects
  - iv. New BBQ grills may be needed.
  - v. Parking lot and sidewalk maintenance and repair will continue.
- b. Administration and Legal
  - i. Collection of delinquent accounts
    - 1. CC&R Enforcement will continue with an emphasis on a) animal waste and b) satellite dishes.
  - ii. Board Meetings are held quarterly and owners are encouraged to participate.

The website address for the Association is <http://www.summitparkcondos.com>

- 7. Association Manager's Report: Mr. Evans did not have any additional information to report.
- 8. Treasurer's Report: Treasurer Bob Woodwell reviewed the following financial information:
  - a. 2013: through September 30, 2013, the Association had assets of \$212,343. The income through September is \$ 221,446. Total expenses through September are \$199,280, which results in a year to date surplus of \$22,165. The Association continues to work hard to collect all assessment; pursuing legal action when necessary. He also reported that ongoing concerns are: a) Assessments owed to Association and b) Water use and future increases of rates. Finally he reported on the Reserve status/analysis that had been conducted earlier in the year.
  - b. 2014 Approved Budget: Director Woodwell continued his report by reviewing the 2014 Operating budget. There will be no increase in assessment for operating expenses. However, based on the reserve study the assessment for reserves will increase to \$40 per month.
  - c. Other financial information presented included
    - i. Dues history
    - ii. Water/Sewer/Trash History and Plan

9. Landscaping Report: Teresa Vail discussed the work completed in the stairwells: bring areas into conformity, make them less dirty, and added barrels with perennials. Additional planning will occur in 2013 and the Landscaping committee will be looking to fill in bare areas around the complex. She requested that homeowners contact the Board should they have questions or need assistance with anything.
10. Submit Ballots: Mr. Evans relayed that all the ballots had been received.
11. Appoint Ballot Counters: Diane McNeal and Paul Miller were appointed to count the ballots. Teresa Vail and David Evans also reviewed the counting process.
12. Recess- Count Ballots: President Wensman recessed the meeting at 10:50 a.m. so that the ballots for the Board of Directors and the Project Documents could be counted.
13. Reconvene: President Wensman reconvened the meeting at 11:10 a.m.
14. Election Results
  - a. Board of Directors: Motion was made by Miller to accept the slate of the Board of Directors by Acclimation. Motion was seconded and unanimously approved.
  - b. Project Documents: Evans reported that sufficient votes had been received to approve the changes to the Articles of Incorporation (in its entirety), Bylaws and CC&R's (amended and restated). The count will be certified and documents filed with the Coconino County Recorder's Office and copies will be mailed to all homeowners.
15. New Business: After discussion, a motion was made by hand vote to contact the owners of the property to the North of the complex to assess feasibility of selling the property to Summit Park. Seconded and carried.
16. Adjournment: There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully Submitted,

David Evans  
Association Manager