

Summit Park Condominiums Association
2014 Annual Meeting
Flagstaff Aquaplex
Saturday, October 11, 2014

1. Call to Order: The meeting was called to order by President Wensman at 9:10 AM.
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.
5. Reading and Approval of 2013 Annual Meeting Minutes: The minutes of 2013 Annual Meeting were reviewed. **Motion was made by Nancy Hornewer to approve the 2013 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 and Karen Feess for her work on social events. The following 2014 projects were reviewed:
 - a. Property
 - i. Painted buildings 1 and 2; including garages and carports.
 - ii. Landscaping
 1. Tree and shrub plantings
 2. Wood chip mulch
 3. Fall trimming and clean up
 - b. Fencing on south side of property has been completed
 - c. Fire sprinkler maintenance was inspected by the Flagstaff Fire Department
 - d. Crack sealed the parking lot.
 - e. Purchased and installed new BBQ grills
 - f. Instituted gutter/downspout installation trial
 - g. Pet waste stations installed
 - h. Water usage: toilet leak detection
 - i. Community
 - i. Success of annual community picnic
 - j. Updates on Association website
 - k. Administration
 - i. CC&R Enforcement
 1. Satellite dish policy compliance
 2. Litter
 3. Parking
 - ii. Legal Action Completed
 1. Four (4) cases pursued and concluded
 - iii. Association insurance coverage reviewed

1. 2015 Projects were reviewed
 - a. Property
 - i. Paint buildings 3 and 4; including garages and carports.
 - ii. Replace wood and siding where needed.
 - iii. Landscape
 1. Engage new landscaping maintenance company
 2. Continue beautification projects
 - iv. Review necessity of additional perimeter parking
 - v. Parking lot
 1. New asphalt patches for eroded areas
 2. Seal entire parking lot
 - vi. Review community signage needs
 - vii. Professional inspection of roofs and life assessment
 - viii. Continue with gutter/downspout installation trial
 - ix. Repair safety issues at BBQ areas
 - x. Administration and Legal
 1. Continue collection of delinquent accounts
 2. CC&R Enforcement will continue with an emphasis on a) animal waste and b) satellite dishes.
 3. Monitor Association's investment returns
 - xi. President Wensman encourages the members in attendance to attend the quarterly Board meetings and participate
 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. 2014: through September 30, 2014, the Association had assets of \$289,985. Total expenses through September 30, 2014 were \$204,743, which results in a year to date surplus of \$28,560. The Association continues to work hard to collect all assessment; pursuing legal action when necessary. He also reported that ongoing concern is the Assessment owed to the Association by one unit owner. Treasurer Woodell also reviewed the status of the Reserve Fund and the Reserve Status Long Term Plan Assessment.
 - b. 2015 Approved Budget: Director Woodwell continued his report by reviewing the 2015 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 \$45 per month.
 - c. Other financial information presented included:
 - i. 2015 budget change increases and decreases in expenditure line items
 - ii. The capital reverse budget
 - iii. Assessment history
 - iv. 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 2014 and the Landscaping committee will be looking to hire a new maintenance landscape company.
 10. New Business:

- a. Karen Fees requested that the Board provide homeowners with information concerning winterization of their units.
- b. A general discussion was held regarding traffic issues and Northland Preparatory Academy (NPA), building water usage, looking into providing owners with the ability to pay their assessments online (by debit or credit cards or through their checking accounts) and rules for use of the BBQ grills.
- c. Election Results
 - i. Board of Directors: Motion was made by to accept the slate of the Board of Directors by Acclimation. Motion was seconded and unanimously approved.
 - 1. The Board of Directors for 2014-2015 are:
 - a. Randy Wensman
 - b. Ken Lamb
 - c. Bob Woodwell
 - d. Nancy Hornewer
 - e. Teresa Vail
 - f. Ann-Therese O'Sullivan

11. Adjournment: There being no further business, the meeting was adjourned at 10:52 AM.

Respectfully Submitted,

David Evans
Association Manager