

# SUMMIT PARK ENCLAVE HOMEOWNERS' ASSOCIATION ANNUAL MEETING

## MEETING MINUTES - UNAPPROVED

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**Date:** January 30, 2024, 6:30 PM

**Location:** ZOOM

**Present:** Tom Finley, President, Philip Medford VP/Treasurer, Clint Briggs, Terry Anderson and Jodi Miller all members at large. Four owners were present along with two proxies. A quorum was met.

- **Meeting Called to Order** at 6:35pm
- **Approval of Minutes** – The president noted that an Annual Meeting had been held on November 16, 2022. Minutes were not recorded.
- **Financial Reports** - David Ariss presented the association end-of-year Balance Sheet and Budget vs Actual report for the 2023 finances. David noted that the budget to actual showed very good fiscal management over the last year, he also noted that the prior management company reported the special assessments in an unusual fashion. A CPA will provide guidance to report that fund differently in the future. Philip made a motion to approve the financials with a second by Tom and the motion passed.
- **2024 Budget** – the upcoming budget was presented. Philip made a motion to approve the 2024 budget with a second by Tom and the motion passed.
- **Covenant Violations** - Barbara reported there are no violations at this time.
- **Snow Removal** - Tom reported that he will amend the snow removal contract so that the sidewalk along Oxford will be cleared even for light snow amounts.
- **Signs and Flags** – Barbara reported that the association needs a sign and flag policy as mandated by the State.
- **Xeriscape Guidelines** – Barbara reported that the association needs to preapprove three xeriscape plans as mandated by the State. She will send a link from the City of Aurora for possible templates.
- **Rules and Regulations** - Barbara suggested that the Association consider drafting a document to help with interpretation of the covenants.
- **Election** – Tom Finley and Jodi Miller agreed to each serve additional three-year terms. The members were asked to vote for the two candidates and the election was unanimously approved.
- **Homeowner Forum** – It was noted that the common area is being used for a dog play area. Because of the soft wet conditions, the grass is being damaged. The owner will speak to his tenants. Discussion was had regarding locking the gate of the alley. There is a lot of parking on the community streets by others using that alley as a cut thru. CPS will send an email blast asking the community if they object to locking the gate.
- **2024 Meeting Dates** – Board meetings will be April 23, July 30, and October 29, 2024.
- **Meeting Adjourned** – Tom made a motion to adjourn the meeting at 7:45pm with a second by Jodi and the motion passed.

**The Summit Park Enclave Board meeting was called to order at 7:45pm The board voted to elect Tom Finley as President, Philip Medford as VP/Treasurer. The board instructed CPS to send letters to investor owners reminding their renters that sidewalks must be kept clear of snow. Meeting adjourned at 8:00pm**

**Executive Session was called to order to discuss collections. Executive Session adjourned at 8:20pm**