

Summer Lake HOA Board Meeting Minutes 7/26/2023:

Calling meeting to order – 6:01 by Jason. Asked if Michelle was going to join – neither Patricia nor Nikki knew. Board proceeded without her. New H/O introduced themselves – Andrew D.

Jason, Nikki, Patricia introduced themselves and Jason introduced ARC committee and asked Rose to say hello on behalf of ARC committee. Rose said quick hello, all provided brief backgrounds on how long we've lived here. Jason asked other neighbors to state their name and address for attendance: Andrew – 12712 SW Sorrel Dock Ct, KJK – Karen Kpplien – 12960 SW Hawks Beard, Andy Sprague, 120690 SW 127th Ct

Karen stated she is also part of the ARC committee, Jason mentioned how great the ARC committee has been doing with cranking the approvals out and getting everything addressed in a timely manner.

Jason asked if board members had business in lieu of an agenda and Nikki referenced the email Michelle sent us notifying us about the damage to the mailbox bricks on Sorrel Dock Ct. Jason asked if Nikki or others had more information and Nikki stated just what Michelle had sent us, as well as her husband and herself walked down to check it out. Nikki asked about not redoing brick as she thought last year when the car hit a mailbox on Summer Lake there was discussion about not doing the brick. Jason and others commented that brick is the aesthetic of the neighborhood and we don't want to deviate from that at this time. Jason made a motion to direct CAP to investigate and then if no at fault party is found to have CAP use reserve funds to have the brick replaced. Motion passed unanimously. Jason will direct CAP to make a reasonable effort to see if anyone claims fault to then notify insurance. If CAP is not able to discern who the at fault party is we then direct CAP to use reserve funds to redo the brick.

Jason asked if there was progress on the landscaping at the front monument progress. Nikki stated that she asked about the cheaper bid via email that the board directed Michelle to obtain last meeting via email. Nikki stated Michelle included the bid from A&J in her reply email and confirmed bid from A&J to do the natural look/hardscaping was indeed cheaper. Jason asked if any other board members had received updates after that- answer was no. Board confirmed unanimously they want Michelle to pursue moving forward with the cheaper bid from A&J. Per our last meeting we would like her to move forward with that bid and Jason expressed that he will direct her to do so within the next few days.

Last item for discussion was our management contract. Contract discussion from the board is that all feel we should do our due diligence in obtaining bids to ensure prices are competitive, and what other bids from other companies would look like so we can be sure we are using HOA dollars responsibly. Jason advised we should do this with all our ongoing contracts from time to time, and asked if others were aware if we'd investigated things outside of the landscaping and flower baskets? Board members confirmed those are the only contracts we've reviewed to our recollection. For homeowner awareness the board shared that CAP automatically increases their contract rate 3% or more and that was one of the things we wanted to confirm is industry standard, since the 3% or higher increase is not based on service level agreements or key performance indicators. Karen asked if there was a limit to when CAP would stop increases and we confirmed no limit. Statement was made that this may be the normal practice, but we would like to get other bids to confirm. Jason asked if any homeowners had suggestions or opinions on other companies to reach out to? No one commented.

Jason then asked if the board had seen or heard anything about inspections. Jason stated one should have occurred in late June. Board confirmed no news and that we had not heard anything or seen any

indication that inspections had taken place. Jason said intent is for CAP to let homeowners know in advance that an inspection will occur, and he will direct Michelle to announce inspection and then schedule one. Jason has not heard anything from CAP on this item or notices from our last meeting and he will follow up with the team.

Patricia commented that flower baskets look nice this year. Andrew homeowner on Sorrel Dock by broken mailbox said the flower basket by his home is dead and asked about process to get replacement or bring it up. Jason confirmed that this is the process to alert the board and the perfect forum to bring it forward. Jason explained how flower baskets came to be in the neighborhood and that CAP now manages the contract with the company that provides the baskets. Some of the longer term residents stated that every so often the folks that do the watering will miss a basket and when Andrew provided a picture, all parties confirmed that the one by his house was likely missed. Jason said we will communicate to CAP that they need to reach out to the company that provides the baskets and waters to have them replace the one that died by Andrew's house on Sorrel Dock. Thanked Andrew for bringing it to our attention so we can remedy this.

Andrew asked what the list of violations one might receive from an inspection is and/or how one would go about finding the list. He is a new homeowner and wishes to stay in compliance but was unsure where to look. Jason said there is a schedule of fees and/or a document that lists them concisely and he will ask Michelle to send that out to Andrew, as well as potentially other homeowners. Verbally Jason said that there are about 4 items that the neighborhood really focuses on, and the first one is garbage cans and recycle bins being out of sight and not left visible from the street. Lawn mowing is another of the key 4 things that we focus on in the neighborhood and we suspended watering requirements so brown lawns are ok in an effort to recognize water use reduction. But the expectation is still that lawns and weeds are mowed and lawns are attended to. He stated that he's noticed a few lawns are starting to look overgrown and hence why it would be a good time for CAP to do their inspection. He stated other items that the HOA focuses on are paint colors, roofing materials, and fences. Those are all directed to ARC folks and ARC will work with each homeowner to find a solution, but really any exterior improvement you should follow procedure to send the ARC request. In the chat Nikki provided Andrew the link to the Amart website and said if he wished to review fee schedule sooner than receiving the document from Michelle, they are listed within the CCR document in the "documents" section.

Nikki asked if board has to vote on ARC requests or if the ARC committee passes them. Jason and ARC committee confirmed that the board does not have to vote which allows for a much quicker turnaround time, and Jason again thanked the ARC committee for their hard work because he said there have been lots coming through. He told Nikki he is cc'd on them to stay abreast of what is happening, but Patricia is the board member who oversees the committee and because of this structure we do not have to wait for board meetings to review. Nikki confirmed this was great information and the reason she asked was because she had not seen any from CAP and was concerned that we had a backlog that was not getting to us. ARC committee and Jason confirmed they are current and we are all squared away on that front.

Meeting officially adjourned at 6:29 as no other comments or items for discussion were brought up.