

Summerset at Brentwood III Association
Board Meeting Minutes
Clubhouse
Thursday, March 20, 2025

Board Members Present: Richard MARRS, President; Linda Wenster; Vice President; Jeanne Bennett, Secretary; Steve Asmann, Treasurer. Board Members Absent: Mike Clements, Member at Large. Staff Present: Christine Alfaro & Stephanie Newberry, Collins Management Company.

Call Order - R. MARRS called the Meeting of the Summerset at Brentwood III Homeowners Association Board of Directors to order at 2:06 PM.

Homeowner Forum – The following topics were brought up for discussion: A resident raised several concerns, including a broken chain on the tennis court, which appears to have been tampered with near the end of the pathway. Additionally, keys are missing from the DVR closet, and reflective tape is absent from the fire hydrants.

Announcements – R. MARRS provided an update on upcoming events and Board activities. J. Bennett announced that the website is still in progress but should be up soon.

Minutes – J. Bennett motioned to approve the Board Meeting Minutes from February 20, 2025. L. Wenster seconded the motion, and the motion passed unanimously.

Financials – The Board reviewed the February 2025 Financial Statements, Reconciled Bank Statements, and past-due accounts presented by S. Asmann.

Unfinished Business:

Rule Changes - Presented to RAC for review:

1. Rule 8.1.d Clubs' Use of Common Facilities
2. Rule 9.2.2 Entry Device Acquisition
3. Rule 2.5 Notification of when approvals are posted

The Board will review and then send out for a 28-day comment period.

Landscape Care & Maintenance Contract – The Board has tabled this to the April meeting.

Bismarck Asphalt Overlay Contract/ Change Order – The board reviewed a proposal from Reliable Pavement Services, dated March 18, 2025, as a change order to the 2025 asphalt

maintenance project. The proposal, totaling \$3,950, includes concrete and asphalt repairs previously completed by another vendor. S Asmann motioned to approve. R. Marrs seconded, and the motion passed unanimously.

Gatehouse and Gates Safety - The board reviewed two proposals.

Reliable Pavement Services dated March 3, 2025, for the installation of bollards speed bumps and striping. The project includes issuing two parking and towing notices to all affected locations 5-7 days before work begins.

Scope of work:

- Clean, prepare, and install five (5) 6” Ballard’s filled with concrete, featuring rounded concrete
- tops and 18” footings.
- Paint 5 bollards yellow and apply 4” black and yellow reflective tape.
- Clean, prepare, and install six (6) 6’ rubber speed bumps at three locations.
- Stripe and mark three head-in parking locations in white.
- Total project cost: \$14,047.00.

Additionally, the board reviewed a proposal from Action Asphalt and Concrete, dated February 28, 2025, for safety improvements totaling \$14,000.

Scope of work:

- Installation of five (5) 6” steel bollards filled with concrete, painted safety yellow, and wrapped with two strips of black reflective tape. Cleaning and removing debris from the installation area, totaling \$9,000.
- The second part of the quote covers the installation of ten (10) 6’ wide rubber speed bumps per the designated layout, along with the painting of five (5) 60” bump stencils. Cleaning and removing debris from the installation area, totaling \$5,000.
- Total project cost: \$14,000.
- The Board has tabled both proposals.

Poker Club – L. Wenster made a motion to approve the Poker Club. S. Asmann seconded the motion, and the motion passed unanimously.

New Business:

Regent Call Box – The Board plans to reinstall a call box at the Regent gate. The recorder at the Regent Gate is malfunctioning and is not capturing images of users during operation. To enhance emergency access, the fire department has requested a uniform 5-digit access code for all Summerset gates. The call box will help reduce confusion and improve entry for

emergency personnel. AG1 will provide a proposal, and the Board will review it before deciding whether to proceed with AG1 or have Steve Asmaan and Dave Minch handle the installation.

Entry Card Prices – After review it was decided that all entry devices for the Association remain at the same cost for residents.

Clubhouse Sheds in the garbage area – Rainwater is seeping into the sheds, causing floor deterioration and creating a safety hazard. The Board has decided to demolish the sheds and relocate them as needed. Vets Move Junk will handle the removal for \$2,186.00, charged to the clubhouse repair and maintenance budget. S. Asmann motioned to proceed with the demolition and debris removal, L. Wenster seconded, and the motion was unanimously approved.

Pool Equipment Shed – The Association purchased 2 cabinets from the Singers for \$600. After the pool area is cleaned the new sheds will replace the old ones that are in poor condition. The cost will come from the Reserve Account.

Spa Heater – The Board reviewed a proposal from Sun Pointe Services for \$4, 200.00 to replace the Spa Heater as soon as possible. S. Asmann motioned to approve. L. Wenster seconded, and the motion was unanimously approved.

Committee & Club Updates:

Pool Committee – Pool and Spa are opening May 1, 2025.

Adjourn – The Board adjourned the Board Meeting at 2:53 PM. The next regular Board Meeting will be held on April 17, 2025, at 2:00 PM.

Executive Session – The Board met from 12:04 PM – 2:01 PM in Executive Session to approve Executive Session Minutes, review contracts, resident concerns, and disciplinary matters.

Association Board of Directors Meeting held on March 20, 2025, as approved by the Board Members in attendance of the meeting.