

**Summerset at Brentwood III Association
Board Meeting Minutes
Clubhouse
Thursday, April 17, 2025**

Board Members Present: Richard Marrs, President; Linda Wenster; Vice President; Jeanne Bennett, Secretary; Steve Asmann, Treasurer; Mike Clements, Member at Large.

Board Members Absent: None

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 2:03 PM.

Homeowner Forum – The following topics were brought up for discussion:

- A resident expressed concern about the bocce ball courts, noting that the bollard in place does not effectively prevent golf carts from entering the area. Recently, a golf cart tracked mud through the courts.
- Another resident shared that she received a letter from her insurance company regarding fire safety, specifically warning against having any wood structures within five feet of the home. This is particularly relevant to garbage enclosures.
- It was also mentioned that a magnifier is now available for residents to use in the community library.

Announcements – R. Marrs provided an update on upcoming events and Board activities. J. Bennett announced that the directory is complete. Management will work with the Board to send a letter to each household, including an order form and a deadline for residents to purchase a printed copy.

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

Financials – The Board reviewed the March 2025 Financial Statements, Reconciled Bank Statements, and past-due accounts presented by S. Asmann reported a cash transfer would be going into a Morgan Stanley institutional treasury security rather than a CD.

Cash Management / Investment – S. Asmann recommended transferring \$900,000 in cash to a Morgan Stanley CD offering 4.74% interest. J. Bennett motioned to approved proceeding with the transfer, \$200,000 will be kept liquid and available for upcoming street projects. This investment plan is temporary until Dave presents a more comprehensive laddering strategy. S. Asmann seconded the motion, and the motion passed unanimously.

Unfinished Business:

Landscape Care & Maintenance Contract – The Board has requested up to five bids, with all vendors providing proposals based on the same scope of work. Three specific areas of focus will be defined: regular maintenance, weed abatement, and a landscape improvement plan.

Gatehouse and Gates Safety - The installation of bollards and speed bumps near the gatehouse has been tabled. Steve is researching the best way to design and implement the project.

Clubhouse Sheds in the garbage area - J. Bennett motioned to allow the SCAMPS to remove the two sheds and rent a dumpster for debris disposal. The SCAMPS will also consider using their own trucks and taking advantage of the four dumping days in May, during which the city allows residents to dump up to one truckload per address. The motion was seconded by L. Wenster and passed unanimously.

Regent Call Box Replacement – 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. AGO will provide a proposal, and the Board will review it before deciding whether to proceed with AGO or have Steve Asmaan and Dave Minch handle the installation. A bid of \$2,625 was received for a new call box at the Regent gate. S. Asmann recommended approving up to \$7,500 from the operating account to complete the project. J. Bennett motioned to approve, L. Wenster seconded the motion, and the motion passed unanimously.

Network Video Recorder - J. Bennett made a motion to approve the purchase of a new NVR (network video recorder) from Sheer Security, not to exceed \$2,000. This is a replacement item to be funded out of reserves. L. Wenster seconded the motion, and the motion passed unanimously.

Bismarck Overlay Project Update – This will take place on May 19th and 20th. Residents will be notified through multiple points of contact: flyers delivered to their doorsteps, phone calls, and an announcement in the May newsletter. Additionally, a notice will be sent via Constant Contact.

New Business:

Weed Abatement – The Board reviewed a proposal from Cagwin & Dorward dated April 4, 2025, for \$10,808.00 for weed abatement work to be completed before May. Mike will contact Mario to coordinate. J. Bennett motioned to approve, S. Asmann seconded the motion, and the motion passed unanimously.

Committee & Club Updates:

Adjourn – The Board adjourned the Board Meeting at 3:44 PM. The next regular Board Meeting will be held on May 15, 2025, at 2:00 PM.

Executive Session – The Board met from 12:19 PM – 2:00 PM in Executive Session to approve Executive Session Minutes, review contracts, resident concerns, and disciplinary matters.

BOARD CERTIFICATION

I, Jeanne Bennett, Secretary of the Summerset at Brentwood III Homeowners Association do hereby certify the foregoing is a true and correct copy of the Minutes of

the Summerset at Brentwood III Association Board of Directors Meeting held on April 17, 2025, as approved by the Board Members in attendance of the meeting.