

**Summerset at Brentwood III Association
Board Meeting Minutes
Clubhouse
Thursday, May 21, 2026**

Board Members Present: Richard Marrs, President; Michelle Pitts, Treasurer; Susie Davis, Secretary; Steve Asmann, Member at Large.

Board Members Absent: Mark Bryildson, Vice President

Staff Present: Christine Alfaro and 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 3:00 PM.

Homeowner Forum – The following topics were brought forward for discussion: A homeowner inquired about the rule changes and the 28-day comment period if residents provide feedback that they don't agree.

Committee & Club Updates – Club and Committee representatives provided updates regarding recent and upcoming activities.

- RAC – Joyce Strand reported that the committee has been working on revisions to Section 8. The committee also reviewed a request to establish a new club called “Beats & Eats” and recommended approval of the club.
- ARC – The committee reported that it has been reviewing architectural applications submitted from 2023 to the present and discovered that several Notice of Completion forms have not been submitted. The committee is working to address and rectify the issue.
- TSC – The committee remains operational and continues to review community matters. The Board may consider assigning additional items to the committee in the future.
- Pool Committee – Thank you to everyone who helped. A new member has joined, Bob Schafer. Dave Minch had helpers from SCAMPS to help with sweeping
- TECH committee – new members John Renson and Patrice Berube.
- Social – volunteer appreciation luncheon June 2nd. End of July a \$2 hotdog night.
- Kare Bears – Connie advised they had an election and announced they have a new president Margaret Hoover, VP Sandy Grossman-Morris, and Treasurer Joyce Strand, member at large Blanca Cordero – new board will take effect July 1st. membership appreciate meeting June 2nd pizza party.
- Seems to Help – always looking for donations to help contribute to pillowcases and burpees.

Announcements

Upcoming Activities – R. Marrs reported on upcoming Association events.

The Annual Meeting will be held on Thursday June 18, 2026, at 3:00 PM, in the Clubhouse.

Minutes – S. Davis motioned to approve the March 19, 2026, Board Meeting Minutes. The motion was seconded by M. Pitts and passed unanimously.

Financials – The Board reviewed the April 2026 Financial Statements, including reconciled bank statements, operating accounts, reserve and CIF accounts, investments, and past-due account

Unfinished Business:

Clubhouse Exterior Paint & Tile Repair – Now that the pool plastering project has been completed, approval has been given to move forward with the exterior painting and tile repair work.

Clubhouse Auto Door Openers – The Board directed management to solicit additional proposals for the automatic door opener project.

Clubhouse Interior Painting & Floor Replacement – The Board has consulted with several vendors regarding the project, including five qualified flooring vendors and four painting companies. One company is able to provide both painting and flooring services. Paint color palettes for consideration were provided by paint company representatives from Behr and Dunn-Edwards.

Clubhouse Door Repairs – The door in the library and the rear clubhouse door have been adjusted, and all clubhouse doors should now properly close on their own.

Regent Drive West to Hwy. 4: Retaining/Sound Wall Repair & Painting – A section of the sound wall along Fairview has not yet been painted. Brush and tree removal must first be completed before the painting work can proceed.

Video/Sound Option for BOD Open Meetings – The Board reviewed options for providing a Zoom-style video and audio connection for open Board meetings and is currently evaluating budgets and available options to implement this service.

Clubhouse Calendar Display –The Board is considering options for an electronic calendar display near Missy's office to provide residents with a centralized schedule of all clubhouse events, meetings, activities, and reservations.

Project Updates:

Street Paving - Susie provided an update regarding the Bismarck Lane paving project. Notices were distributed through Constant Contact and hand-delivered to affected residents.

Phase 1: Pavement preparation and asphalt sealing are scheduled for June 11–12 and will require off-street parking.

Phase 2 & 3: Crack repair, pavement preparation, asphalt sealing, and striping are scheduled for June 18–19 and June 25–26.

Pool Replastering – The pool replastering project continued during the week of May 17. Burkett's began the start-up process, which includes adding chemicals and sweeping the pool. Sun Pointe has continued the start-up process by testing chemical levels and sweeping the pool daily. In addition, volunteers have been assisting by sweeping the pool each morning at 7:00 a.m. The start-up process will continue for approximately 14 days. During this time, Liquid Coating will also be on-site to patch the pool deck in the areas where the skimmers were replaced.

Once the 14-day start-up period is complete, crews will:

- Complete installation of the coping tile
- Tile and install the new shower

- Coordinate with the County Inspector for final pool sign-off and approval

New Business:

RAC – New Club Application & Recommendation – Joyce Strand provided information about the new club application for Beats & Eats and answered questions. The RAC recommended approving the application. Steve motioned to approve the club application and Susie gave 2nd and the motion passed unanimously.

TECH Committee - Jon Renson and Patrice Berube Susie made motion to approve Jon & Patrice; Steve gave 2nd and it passed unanimously

Pool Committee – New Member Bob Schaefer Susie made motion to approve Bob; Steve gave 2nd and it passed unanimously

Rule Changes – For Board Approval (28-Day Review Period):

The following sections are proposed for review and consideration:

- 8.0 Common Facilities – Recreational
- 8.1–8.1.6 Use of Common Facilities by Various Groups
- 8.2.7 The Kitchen
- 8.6 Resident Reservation of Association Clubhouse
- 8.7 Participation in Classes
- 1.3.5 Clubs – Annual Report
- 2.1.5 Rules – Distribution
- 9.2.2 Entry Device – Acquisition

LiftMaster Proposal – The proposal includes providing multiple entry methods within a single integrated hardware and software system across gates and amenities. It also includes the addition of smartphone and RFID access while maintaining the current existing entry devices. The Board will request proposals from other companies with comparable systems.

Traffic Safety Consultant - The Board reviewed a proposal to conduct a traffic safety study at an estimated cost of \$5,950. The study will review the report submitted by the resident traffic safety committee along with their recommendations. A number of the recommended items will require additional information and expert advice on just how we should proceed with implementation. The importance of using a traffic safety consultant is to provide expert information and advice to the Board in exercising its fiduciary responsibility to the Association and in addressing liability concerns,

Contracts:

Tree Proposal – A+ Trees (Near Kent Place) – The Board reviewed two proposals from A+ Trees, Proposal #426703 in the amount of \$2,121.40 for removal of White Escallonia, and Proposal #426695 in the amount of \$955.00 for related work. A motion was made and seconded to approve the tree removal work without stump grinding, and the motion passed unanimously.

Bocce Court Irrigation Repair – The Board reviewed an irrigation repair involving a failed water delivery component that requires replacement. Two options were considered: replacing the damaged

3/4-inch Rain Bird quick coupling valve for \$1,051 or removing the existing quick coupler and installing a new 3/4-inch water spigot for \$1,898. The Board elected to proceed with the quick coupler replacement option.

Retaining Wall Fence Repair – The Board reviewed a proposal from Elevate Construction in the amount of \$1,450.00. No further action take at this time.

Common Area Crepe Myrtle Aphid Treatment - The Board reviewed a proposal from Cagwin & Dorward to treat an aphid infestation affecting the crepe myrtles. The Board requested an additional proposal from A+ Trees for comparison prior to making a final decision.

Citadel Solar – The inverter replacement will be completed with labor only at a cost of \$1,000, as the inverter is still under warranty. Replacement parts have been ordered and are expected to arrive within approximately two weeks.

Assessment Area Weed Abatement – The Board reviewed an area included in the weed abatement program after a resident raised concerns regarding site conditions. While the weeds had been addressed, debris was left behind the home. The vendor inspected the area and reported that the debris appears to have been left by outside landscapers. A proposal has been requested for cleanup of the site.

Adjournment – With no further business to discuss, the Board adjourned the meeting at 4:48 PM. The next regular Board Meeting will be held on July 16, 2026, at 3:00 PM.

Executive Session Summary – May 21, 2026:

The Board met in Executive Session on May 21, 2026. The Board approved prior Executive Session minutes and received committee liaison updates.

The Board reviewed proposed RAC rule revisions and confirmed the 28-day comment period will begin in early June, with final adoption scheduled for July 16, 2026.

The Board reviewed contract and maintenance items, including a LiftMaster gate system upgrade proposal, a traffic safety study proposal, tree removal work, and a bocce court irrigation repair.

The Board reviewed personnel and committee matters, including a new club application for “Beats & Eats” and proposed appointments to the Pool and TECH Committees for consideration at the open meeting.

BOARD CERTIFICATION

I, Susie Davis, 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 May 21, 2026, as approved by the Board Members in attendance of the meeting.

Signed by:  6B4AEDFEEA1A48C...	July 16, 2026
Signature	Date

