

# *Summit Park*

Condominium Association

Board of Directors Meeting  
March 18, 2024 – 6:30 p.m.  
Condominium unit # 9

Board Members Present: Gary Cole, Bob Pallas, Shelley Vega and Jo Carter

The meeting was called to order at 6:30 p.m.

Minutes from the January 15, 2024 meeting were approved.

A new landscaping policy was presented and approved (attached and on website).

Ms. Vega presented the financial report (attached). Note: Tax of \$69 is due from investment.

Approval was given for a vent hood roof cap for unit # 4.

Garage repairs will exceed the previously approved amount. Mr. Cole will seek an estimate for the increased cost.

Mr. Cole announced he and his family will be moving out of the complex and, thus, he will be stepping down from the Board of Directors.

The meeting was adjourned at 7:07 p.m.

Remaining Board of Directors meeting dates for 2024 are: May 20, July 15, September 16, October 21 (Annual Meeting) and December 16.

## LANDSCAPING POLICY

This landscaping policy explains the rights and responsibilities of condominium co-owners for maintaining their property. It also establishes guidelines for common areas. The expectation is that landscaping will be maintained to ensure that the overall appearance of the complex will be pleasant and attractive. Lawn ornaments, bird baths, and wind chimes must be displayed in an orderly manner.

The co-owner will maintain the area from the sidewalk between joined units to his/her garage, as well as the area between the privacy divider and his/her front steps:

- No plants will encroach on the sidewalk or against the garage.
- No ornamental trees will exceed the height of roof gutters.
- Only items that require reasonable maintenance will be planted.

Co-owner will also maintain existing landscaping cared for by previous co-owners in common areas:

- Plantings between driveways.
- Along the back of the unit.
- Along the back or side fence.

Co-owners may replace flowers or plants in established beds in their immediate area without approval from the board of directors. However, no new plantings or landscaping may be introduced in other common areas without approval from the board of directors. To protect the sprinkler system, no plants will be allowed along the sides of buildings.

Reasonable maintenance must be exercised to avoid excessive weeds, plant overgrowth, and decay. If reasonable maintenance is not performed on a regular basis, a written notice will be sent giving the co-owner fifteen (15) days to bring the landscaping into compliance. If after fifteen (15) days, the concern is not addressed, the association will have the area brought into compliance with the policy and the co-owner will be responsible for the cost.

Maintenance, removal, and replacement of trees in the common areas and between driveways are the responsibility of the association.

Prior to beginning any landscaping or planting beyond the scope of this policy, a request must be submitted to the board of directors for review and approval.

By receipt of this policy, the co-owner is held to the landscaping standards discussed above.

