

Summit Park

Condominium Association

Board of Directors Meeting
Sept. 15, 2025 – 6:30 p.m.
Spring Lake District Library

Meeting Minutes

Board Members Present: Bob Pallas, Gary Eidson, Dick Cleveland and Jan Johnson

The meeting was called to order at 6:22 p.m.

Old Business:

- Minutes from the July 21, 2025 meeting were approved.

New Business:

- Mr. Pallas presented current financials and proposed 2026 budget (attached).
- Mr. Eidson pointed out that trim painting, garage side door repairs and removal of some pine trees need to be addressed in terms of timing and budget. It was agreed that these issues will be looked into before presenting a proposed budget at the Annual Meeting.
- The Board approved the 3-year snow removal contract with Lakeshore Property Services (attached). Note that the contract included salt application.
- The Board also approved the pre-payment of \$932.40 to Lawn Doctor for 2026 at a discount of \$103.60.
- The infestation of moles was discussed, and it was agreed that a mole eradication service will be sought for 2026.

The meeting was adjourned at 6:45 p.m.

Upcoming Board Meeting dates for 2025:

October 20 (Annual Meeting) and December 15.

Summit Park Condominium Association -- 2025 Actual Income & Expenditures																
Acct #	Description	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Year to Date	2025 Budget	2026 Proposed Budget
210	Association Dues	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	500.00	250.00	250.00	28,000.00	36,000.00	36,000.00
220	Special Assessment (Pet fees)	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00	25.00				225.00	300.00	300.00
	Roof Maintenance Funding	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	100.00	50.00	50.00	5,600.00	7,200.00	7,200.00
230	Interest Income (from MM Account)	0.09	0.08	0.10	0.10	0.11	0.11	0.09	0.03					0.71	0.00	
	Total Income	3,625.09	3,625.08	3,625.10	3,625.10	3,625.11	3,625.11	3,625.09	3,625.03	3,625.00	600.00	300.00	0.00	33,525.71	43,500.00	43,500.00
510	Insurance							(6,878.00)						(6,878.00)	(6,500.00)	(7,225.00)
530	Professional Fees -- Accountant	(245.00)												(245.00)	(200.00)	(250.00)
540	Office Expense														(50.00)	(50.00)
545	Investment Expense -- Tax	(41.00)												(41.00)	(70.00)	(50.00)
550	Interest Expense														0.00	0.00
610	Electricity	(43.97)		(83.00)	(40.70)	(40.13)	(64.28)	(98.14)	(112.92)					(483.14)	(860.00)	(700.00)
620	Building Maintenance			(332.00)	(100.00)		(600.00)	(2,649.75)						(3,681.75)	(10,000.00)	(5,000.00)
630	Grounds Maintenance	(940.80)		(509.48)	(457.50)		(1,320.00)	(3,511.30)	(885.25)					(7,624.33)	(6,500.00)	(8,000.00)
640	Snow Removal	(1,050.00)	(870.00)	(960.00)										(2,880.00)	(2,120.00)	(4,000.00)
650	Trash Service	(257.50)	(257.50)	(257.50)	(257.50)	(257.50)	(261.00)	(276.00)	(276.00)					(2,100.50)	(3,250.00)	(3,250.00)
710	Misc. Expense			(5.85)										(5.85)	0.00	(10.00)
	Roof Maintenance Expense							(10,751.00)						(10,751.00)	(10,750.00)	0.00
	Total Expense	(2,578.27)	(1,127.50)	(2,147.83)	(855.70)	(297.63)	(2,245.28)	(24,164.19)	(1,274.17)	0.00	0.00	0.00	0.00	(34,690.57)	(40,300.00)	(28,535.00)
																↑
	Checking Account Balance	13,761.65	14,814.15	14,797.17	17,416.47	20,743.84	22,088.56	12,973.62	14,585.45						Of the proposed 2026 \$14,965 profit, \$7,200 is for roofs.	
	Money Market Account Balance	10,600.18	11,200.26	11,800.36	12,400.46	13,000.57	13,600.68	3,450.77	3,450.80							



2025-2026 Snow Removal Service Agreement

**Three Year Contract Option

1. Snow removal contracts begin on November 15th and end on April 15th.
2. All contracts are a standard 2" minimum for clearing.
3. We will stake the area to be plowed to prevent any property damage.
4. There will be an additional charge for removal of snow piles, if needed.
5. Plow times are subject to change based upon time of snowfall.
6. If no pricing is listed next to a service below, service is NOT included.

Lakeshore Property Services is not responsible for any salt damage to plant material along salted surfaces.

WE DO NOT GUARANTEE A SLIP-FREE SURFACE

***Please inform us if any of the contact information provided below requires updating.**

Customer Name	Summit Park Condos
Service Address	14 Summit Park Drive
Contact Phone	415-307-9173
Email	bobpallas@earthlink.net

In light of the fluctuating economy, we're offering you the choice of a 1-year or 3-year contract, with the added benefit of locked-in rates for the duration of your selected term

Contract Term Options:

Please select one of the following options:

☐

1-Year Agreement: Services will be provided for the 2025–2026 winter season only.

☒

3-Year Agreement: Services will be provided for the 2025–2028 winter seasons, with a locked in rate each year.

By selecting one of the above options, the Customer agrees to the corresponding pricing and term conditions outlined in this agreement

Review the following:

	2025-2026
Per Time Snow Removal	\$95 Per Time
Per Time Shoveling	\$73 Per Time
Per Time Salting	\$45 Per application/roadway only

Invoices are due within 15 days of the date sent. If payment is not received within 45 days, services will be suspended until payment is made.

Please make all checks payable to Lakeshore Property Services, LLC

Customer Responsibility & Limitation of Liability

The Customer agrees to maintain all parking areas, driveways, and walkways free from debris and obstacles, including vehicles, containers, and other items, to facilitate safe and effective snow removal. The Contractor shall not be liable for any damages resulting from concealed objects or conditions obscured by snow accumulation or nighttime operations.

By signing below, you agree to the terms and payment conditions outlined in this snow removal contract. This contract constitutes a binding agreement between both parties, confirming the services to be provided. Any modifications must be mutually agreed upon in writing. Your signature confirms your understanding and commitment to fulfill the financial obligations specified in this agreement.

Signature: Bob Pallas
Bob Pallas (Sep 16, 2025 06:31:47 EDT)

Date: 16/09/2025

If you have any questions regarding changing service from the previous or current year or would like to discuss specific requirements for your property, please contact us as soon as possible via email or phone.

Office: (616) 414-5353 or
Office@lakeshorepropertyservices.com Thank you!