Summit Park
Condomium Association

Board of Directors Annual Meeting
October 26, 2026 – 6:30 p.m.
Spring Lake District Library

Meeting Minutes

Board Members Present: Bob Pallas, Gary Eidson, Jo Carter, and Jan Johnson

Other Co-owners Present: Mark Manzer, Susan Manzer, Cathy Eidson, Bill Allman, Char Allman and Sheryl Arnold

Kristine Keeling and Mike Foster submitted Proxy Statements designating other co-owners to represent them.

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

Project Updates: Mr. Pallas presented updates (see attached Power Point presentation)

New Business/Discussion: Mr. Pallas presented updates on contracts with vendors/suppliers.

Financial Discussion: Statement through mid-October attached along with 2027 budget proposal. Included in the budget is a proposed increase of $75 per month for long-term roof replacements.

Election of Board of Directors: Bob Pallas, Jo Carter, Gary Eidson, Dick Cleveland and Jan Johnson were elected to the Board of Directors to serve for the next one-year term.

The meeting was adjourned at 7:00 p.m.

The next board meeting will be held on December 21, 2026.

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2026 Annual Meeting

Meeting Agenda

Sign-in sheet & call to order

2026 Projects Update

Summit Park
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- Gutters cleaned twice per year (next: Nov 5, 2026)
- Side garage doors replaced: Units 1, 2, 6, 10 and 11
- Trees removed
- Replaced window in Unit #7
- Fences were power-washed
- Sprinkler heads were relocated away from buildings
- Mole eradication (twice)

New Business

Summit Park
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- Lakeshore Property Services snow removal (no shoveling side garage entry)
- West Michigan Ground's Service – lawn care
- Lawn Doctor – lawn weed & fertilization
- Kuerth's Disposal – Snowbird cost reduction (minimum 4 weeks)

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2026 HOA Budget															Proposed 2027 Budget
Description	Jan.	Feb.	March	April	May	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Year to Date	2026 Operating Budget	
Association Dues	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	3,300.00	550.00	550.00	34,100.00	39,600.00	39,600.00
Special Assessment (Pet fees)	25.00	25.00	25.00	25.00									100.00	300.00	0.00
Roof Maintenance Funding	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	100.00	100.00	6,200.00	7,200.00	7,200.00
Long-term roof replacement funding															10,800.00
Interest Income *(from MM Account)*	0.06	0.05	0.08	0.04									0.23	1.00	0.00
T-Bill Interest (MM Account)		2.82	66.02		21.09		22.60		31.32				143.85	0.00	200.00
	3,925.06	3,927.87	3,991.10	3,925.04	3,921.09	3,900.00	3,922.60	3,900.00					31,412.76	47,101.00	57,800.00
Insurance							(7,070.00)						(7,070.00)	(7,225.00)	(7,400.00)
Professional Fees -- Accountant		(275.00)											(275.00)	(250.00)	(300.00)
Office Expense														0.00	0.00
Investment Expense -- Tax														(50.00)	(100.00)
Electricity	(43.08)	(41.21)	(40.37)	(39.56)	(38.98)	(75.40)	(67.99)	(80.33)	(88.66)	(72.76)			(588.34)	(800.00)	(800.00)
Building Maintenance	(468.00)				(6,740.00)			(260.88)					(7,468.88)	(14,000.00)	(14,000.00)
Grounds Maintenance				(942.30)	(1,856.02)		(1,318.10)	(2,278.21)	(1,800.00)	(1,326.62)			(9,521.25)	(8,500.00)	(8,500.00)
Snow Removal	(482.00)	(695.00)	(168.00)										(1,345.00)	(5,500.00)	(5,000.00)
Trash Service	(245.00)	(275.00)	(275.00)	(275.00)	(289.50)	(330.00)	(330.00)	(330.00)	(330.00)	(330.00)			(3,009.50)	(3,200.00)	(3,500.00)
Misc. Expense		(20.64)					(115.95)	(17.97)					(154.56)	(50.00)	(200.00)
Roof Maxx (transfer to Roof Maxx MM acct.)	(600.00)	(600.00)	(600.00)	(600.00)	(600.00)	(600.00)	(600.00)	(600.00)	(600.00)	(600.00)			(6,000.00)	(7,200.00)	(7,200.00)
Roof replacement funds (transfer to MM acct.)															(10,800.00)
	(1,838.08)	(1,906.85)	(1,083.37)	(1,856.86)	(9,524.50)	(1,005.40)	(9,502.04)	(3,567.39)	(2,818.66)	(2,329.38)			(35,432.53)	(46,775.00)	(57,800.00)
Checking Account Balance	20,001.76	21,294.91	13,511.54	15,579.68	11,919.68	13,180.28	7,695.24	8,194.90	9,578.16						
Money Market Account Balance	6,043.86	7,643.91	6,310.01	9,410.05	12,031.15	17,631.15	14,253.75	21,353.75	18,385.07						
T-Bill holdings			12,000.00	12,000.00	7,500.00	2,500.00	6,500.00	0.00	3,000.00						
TOTALS	26,045.62	28,938.82	31,821.55	36,989.73	31,450.83	33,311.43	28,448.99	29,548.65	30,963.23						

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Calendar Year	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041
Dues per unit per month	275	275	275	275	275	275	275	275	275	275	275	275	275	275	275
Roof Maxx per unit per month	50	50	50	50											
New Roof per unit per month	75	75	75	75	125	125	125	125	125	125	125	125	125	125	
Total	400	400	400	400	400	400	400	400	400	400	400	400	400	400	275
Roof Maxx Annual Funding	7,200	7,200	7,200	7,200											
Roof Maxx Carry Over Funds	13,650														
New Roof Annual Funding	10,800	10,800	10,800	10,800	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	18,000	
Roof Maxx Expense		(12,444)		(13,719)											
New Roof Expense @ 5%								(56,284)				(68,412)		(37,712)	(39,597)
Units:								1, 2, 7 & 8				9, 10, 11 & 12		5 & 6	3 & 4
Cumulative Roof Funds @ 5%	31,650	37,206	55,206	59,487	77,487	95,487	113,487	75,203	93,203	111,203	129,203	78,791	96,791	77,079	37,482
Est. New Roof Cost per Unit	10,000	10,500 + 5%	11,025 + 5%	11,576 + 5%	12,155 + 5%	12,762 + 5%	13,400 + 5%	14,071 + 5%	14,774 + 5%	15,513 + 5%	16,289 + 5%	17,103 + 5%	17,958 + 5%	18,856 + 5%	19,799 + 5%

Assumptions:

1. Roofs last 25 years
2. Roof Maxx adds 5 years
3. Roofs replaced after 30 years
4. Bids from 2 years ago were $9,000 to $10,000 per unit
5. Interest not earned on balances

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Nominations for Board of Directors

- Bob Pallas
- JoAnn Carter
- Gary Eidson
- Dick Cleveland
- Jan Johnson

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