

**Summit Wood Property Owners Association
Meeting Minutes**

September 9, 2025

| | Jan | Feb | Mar | Apr | May | Jun | Jul | Aug | Sept | Oct | Nov | Dec |
|---------|-----|-----|-----|-----|-----|-----|-----|-----|------|-----|-----|-----|
| Dave | X | | X | | X | | X | X | X | | | |
| Joe | X | | X | | X | | X | X | X | | | |
| OPEN | X | | | | | | | | | | | |
| Jessie | X | | X | | X | | X | X | X | | | |
| Amanda | X | | | | X | | X | X | X | | | |
| Brenda | X | | X | | X | | X | X | X | | | |
| Brad | X | | | | | | | X | X | | | |
| Vanessa | | | X | | X | | X | X | X | | | |
| Sean | X | | X | | X | | | | | | | |
| Carol | X | | | | | | | | | | | |
| Eric | | | X | | | | | X | X | | | |

- **Feb/Apr/June – no quorum, no meeting held**

Opening: 7:03

Attendance includes: Dave Reyburn, Joe Folsom, Jessie Hayles, Brenda Brown, Amanda Fontaine, Vanessa King, Eric Hallerud, Brad Blood

Guests: Dean Allen, Dustin and Ximena Burns

Approval of Minutes:

- August Minutes reviewed:
 - o Eric motion to approve, Amanda seconds – minutes approved

Administrator Report:

- 2025 outstanding dues owed \$4,301
- Total outstanding dues owed \$11,109.41
- 21 outstanding properties
- 3 liens on lots: 28 (\$1424), 193 (\$2607), 234 (1244.66)
- Vanessa to keep QuickBooks, \$333/yr.

Treasurer:

- See treasurer report for details
- Balance as of 9/1 - \$56,333.71
- YTD 2025 financials discussed – concern about difference in predicted collection vs actual – this is due to collection of dues beginning at the end of the previous year. It all balances out.
- Vanessas mileage was not budgeted, therefore administrator category is over budget.

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- Amanda has access to bank and accounts
- Dave exploring options for CD vs high interest accounts; comparing interest rates, timing for CDs etc
 - SWPOA has consistently carried \$50-60,000 balance that could be gaining interest, especially over winter months when bills are fewer
 - Will hold off while getting the monuments updated. Something to inquire about for next year.
- Will bring proposed 2026 budget to next meeting for discussion
- \$289 annual dues with no more planned increases

President Report:

- Need to work on filling board positions, need active members

Pool:

- Rope is broken – Jessie to contact Rocky to replace for next year, required by city ordinance
- Gate Issue: Paxton assured the system was under warranty.
 - Computer board fixed. Paxton service tech determined Lock Dr did not use ground installation panel.
 - We should NOT receive any fees associated with the issue, system under warranty.
 - Lock Dr has had manpower turnover and has not been very helpful or responsive.
 - Paxton recommended new local locksmith's that may be able to assist with future needs.
 - Might benefit from ventilation in storage room to improve electronics function as high potential for humidity damage.
- Pool closes Sunday – will open up doggy pool day as requested, not a supervised event.
- Jessie purchased storage shelf to help keep organized – will send invoice.
- Brad will inquire about new self-closing hinges for main gate, price estimated ~\$40, however will need professional installation.
- Address to the pool does not match parcel number, or utilities.
 - Causes problems with trash pickup
 - Vanessa working with county to facilitate official address
 - USPS ok with putting up mailbox
 - Needs to match 911 address.

Landscaping:

- Contracted with Damien thru 2025

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- Dean Allen met with several landscaping companies about cleaning up monuments/entrances.
 - Bids presented (see attached)
 - GEM \$9370
 - Reisener \$4327
 - Evolving \$8290
 - Galvins \$5800
 - Essentially shrinking the entire border around monuments, using rock only, to minimize upkeep. No greenery or trees. Will grass all around perimeter.
 - Offered to wash and reuse the rock from LS entrance and haul it to main Breckenridge entrance to reduce cost.
- Reisener initially helped install the original monument years ago. Dean felt he was the most helpful, offered good service and suggestions, was very responsive to provide insight and price.
 - Brad motion to move forward with Reiseners offer
 - Eric seconds – motion approved.
- Bid fits within capital budget \$5000 left for 2025.
- Breckenridge entrance has lights that are broken – will need to remove the two broken ones.

Architectural Review Committee:

- Joe not receiving all email inquiries – will update his email address
- Email from Kevin Winer asking about how HOA defines “detached shed” – determined that it “must match roof, siding and be structurally attached to home”.
- Dave and Joe work together to approve applications – need approval forms uploaded to google drive by lot number.

Social/Website:

Pool phone number 816-214-5234

- Neighbors offering to host Fall Fest event on Oct 25th, aware of limited budget.
 - Have called for volunteers to help donate, organize and participate in neighborhood event.
 - SWPOA to cover as much as budget allows, will plan better, increase budget for social events next year.
- Website has been updated and organized all meeting minutes for the past several years (Jan 2023 – present)
 - Noticed several meeting minutes missing before 2023. Jessie and Vanessa helping to locate these minutes – likely on personal computers and just haven’t been saved to Google Drive.

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Old Business:

- No update

New Business:

- Burns family guests: here to voice frustration and gain clarification regarding late fees they've received. They feel it inappropriate to be charged late fees on top of late fees. They have been referred to review previous meeting minutes in which the board implemented these fees in November 2021.
 - They continue to question clarification on verbiage "**\$40 administrative fee (\$10/quarter), for any property with payments that are more than 30 days past due date**". SWPOA board has used late fees interchangeably with "administrative fees".
 - The interchangeable wording was clarified as any balance carries "administrative or late fees".
- Burns family has paid in full to zero balance. They appreciate the clarification.
- Amanda has made a master copy of names/emails/addresses/lot numbers for mass communication. THANK YOU!

Adjourn:

- Eric motion to adjourn, Jessie seconds - Adjourned at 8:04pm

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**Summit Wood Property Owners Association
Monthly Financial Report for August 2025
Presented to the Board on September 9, 2025**

Statement Balances (as of 9/1/2025)

- Security Bank of Kansas City Checking Account: \$56,333.71
 - Previous statement balance: \$55,999.93
 - Deposits/Credits: \$4,070.35
 - Checks/Debits: \$3,736.57

Transaction Detail:

| Date | Check # | Payee | Amount | Description |
|-------------|----------------|----------------|---------------|----------------------|
| 8/01/2025 | Deposit | SWPOA | \$4,070.35 | From PayPal |
| 8/05/2025 | WEB | Spectrum | -\$150.00 | Utility |
| 8/14/2025 | 1862 | Vanessa King | -\$1,340.00 | Admin Fees + QB 2025 |
| 8/14/2025 | WEB | KC Water | -\$26.61 | Monument |
| 8/14/2025 | WEB | KC Water | -\$1,501.96 | Pool |
| 8/14/2025 | WEB | Evergy | -\$278.00 | Utility |
| 8/26/2025 | 1864 | Damien McCoart | -\$440.00 | July 2025 |