



# **Brown Community Management, Inc.**

*Community Association Management Services*

## **Summit at South Mountain Homeowners Association**

**March 24, 2026**

**Annual Meeting**

**Tommy Jackson**

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**Community Manager**

**Summit at South Mountain Homeowners Association  
2026 ANNUAL MEETING OF THE MEMBERSHIP AGENDA  
Summit at South Mountain Community Park  
Tuesday, March 24, 2026  
6:00 P.M. - MEETING COMMENCES**

- XI. SIGN-IN:**
- XII. ESTABLISH QUORUM:**
- XIII. CALL MEETING TO ORDER:**
- XIV. INTRODUCTION OF BOARD OF DIRECTORS/MANAGEMENT**
- XV. APPROVAL OF ANNUAL MEETING MINUTES FROM 2025**
- XVI. PRESIDENT'S REPORT**
- XVII. FINANCIAL OVERVIEW**
- XVIII. ELECTION**
  - a. EXPLANATION OF ELECTION*
  - b. NOMINATIONS FOR THE BOARD OF DIRECTORS*
  - c. APPOINT INSPECTORS OF THE ELECTION*
  - d. CAST BALLOTS FOR ELECTION*
- XIX. OPEN FORUM**
- XX. RESULTS FROM ELECTION**
- XXI. ADJOURNMENT:**

**Summit at South Mountain Homeowners Association  
2025 ANNUAL MEETING OF THE MEMBERSHIP AGENDA  
Summit at South Mountain Community Park  
Monday June 30, 2025  
6:00 P.M. - MEETING COMMENCES**

- XI. SIGN-IN:**
- XII. ESTABLISH QUORUM:** Quorum was met with 30 out of 19 ballots needed.
- XIII. CALL MEETING TO ORDER:** Meeting was called to order at 6:00PM
- XIV. INTRODUCTION OF BOARD OF DIRECTORS/MANAGEMENT**
- XV. APPROVAL OF ANNUAL MEETING MINUTES FROM 2024:** The 2024 minutes were approved by absentee ballot vote.
- XVI. PRESIDENT’S REPORT:** President had nothing to report at this time.
- XVII. FINANCIAL OVERVIEW**
- a. *Financials were reviewed.*
- XVIII. ELECTION**
- a. *EXPLANATION OF ELECTION*
  - b. *NOMINATIONS FOR THE BOARD OF DIRECTORS*
- XIX. OPEN FORUM:** Talks on Street Parking, Landscaping, Meetings, questions of foreclosure.
- XX. RESULTS FROM ELECTION:** Dione Cota was elected to the Board with 20 votes. K. Miller received one write in, Kristiana Zeller.
- XXI. ADJOURNMENT:** Meeting was adjourned at: 6:14pm

**Summit at South Mountain Community Association**  
**Balance Sheet**  
**12/31/2025**

	Operating	Reserve	Total
<b>Assets</b>			
<u>Operating Cash</u>			
1010 - FCB Operating 9441	(\$292.62)		(\$292.62)
1010-BOC - BOC Operating 5561	\$23,119.52		\$23,119.52
1012 - Operating ICS 9353	\$13,670.49		\$13,670.49
<u>Total Operating Cash</u>	\$36,497.39	\$0.00	\$36,497.39
 <u>Reserve Cash</u>			
1270 - FCB Reserves 2364		\$1,018.51	\$1,018.51
1270-BOC - BOC Reserve 8083		\$83,460.08	\$83,460.08
1273 - FCB CD 0808 12M 3.9% 3-2-26		\$145,714.50	\$145,714.50
<u>Total Reserve Cash</u>	\$0.00	\$230,193.09	\$230,193.09
 <i>Assets Total</i>	 \$36,497.39	 \$230,193.09	 \$266,690.48
 <b>Liabilities &amp; Equity</b>			
<u>Liabilities</u>			
3310 - Prepaid Assessments (Unearned Income)	\$14,515.88		\$14,515.88
<u>Total Liabilities</u>	\$14,515.88	\$0.00	\$14,515.88
 <u>Retained Earnings</u>	 \$60,040.23	 \$212,314.11	 \$272,354.34
 <u>Net Income</u>	 (\$38,058.72)	 \$17,878.98	 (\$20,179.74)
 <i>Liabilities and Equity Total</i>	 \$36,497.39	 \$230,193.09	 \$266,690.48

**Summit at South Mountain Community Association**  
**Income Statement - Operating**  
**12/1/2025 - 12/31/2025**

12/1/2025 - 12/31/2025

1/1/2025 - 12/31/2025

Accounts	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<b>Income</b>							
<u>Operating Income</u>							
6310 - Assessment Income	\$11,757.24	\$14,250.00	(\$2,492.76)	\$170,907.68	\$171,000.00	(\$92.32)	\$171,000.00
6315 - Working Capital	\$0.00	\$0.00	\$0.00	\$1,050.00	\$0.00	\$1,050.00	\$0.00
6340 - Late Fee Income	\$0.00	\$0.00	\$0.00	\$4,285.00	\$0.00	\$4,285.00	\$0.00
6350 - Legal Fees Reimbursement	\$0.00	\$0.00	\$0.00	\$690.00	\$0.00	\$690.00	\$0.00
6357 - NSF Check Fee	\$0.00	\$0.00	\$0.00	\$415.00	\$0.00	\$415.00	\$0.00
6370 - Owner Collection Costs	\$28.00	\$0.00	\$28.00	\$2,156.00	\$0.00	\$2,156.00	\$0.00
6375 - Violation/Fine Income	\$143.00	\$0.00	\$143.00	\$9,298.42	\$0.00	\$9,298.42	\$0.00
6910 - Interest Income	\$0.52	\$0.00	\$0.52	\$74.75	\$0.00	\$74.75	\$0.00
<b>Total Operating Income</b>	<b>\$11,928.76</b>	<b>\$14,250.00</b>	<b>(\$2,321.24)</b>	<b>\$188,876.85</b>	<b>\$171,000.00</b>	<b>\$17,876.85</b>	<b>\$171,000.00</b>
<b>Total Income</b>	<b>\$11,928.76</b>	<b>\$14,250.00</b>	<b>(\$2,321.24)</b>	<b>\$188,876.85</b>	<b>\$171,000.00</b>	<b>\$17,876.85</b>	<b>\$171,000.00</b>
<b>Expense</b>							
<u>General &amp; Administrative</u>							
7010 - Management Fees	\$1,667.00	\$1,667.00	\$0.00	\$20,004.00	\$20,004.00	\$0.00	\$20,004.00
7015 - Web Hosting	\$0.00	\$0.00	\$0.00	\$20.00	\$0.00	(\$20.00)	\$0.00
7020 - Accounting Fees/Tax Prep	\$0.00	\$0.00	\$0.00	\$300.00	\$320.00	\$20.00	\$320.00
7031 - Architectural Plan Review Fee	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	(\$50.00)	\$0.00
7140 - Audit/Compilation	\$0.00	\$0.00	\$0.00	\$483.00	\$500.00	\$17.00	\$500.00
7160 - Legal Fees	\$0.00	\$150.00	\$150.00	\$3,000.00	\$1,800.00	(\$1,200.00)	\$1,800.00
7165 - Collection Fees	\$0.00	\$200.00	\$200.00	\$3,435.00	\$2,400.00	(\$1,035.00)	\$2,400.00
7260 - Postage & Mail	\$0.00	\$450.00	\$450.00	\$2,808.72	\$3,400.00	\$591.28	\$3,400.00
7280 - Insurance	\$0.00	\$0.00	\$0.00	\$1,863.00	\$2,300.00	\$437.00	\$2,300.00
7296 - Enhanced Compliance	\$50.00	\$50.00	\$0.00	\$600.00	\$600.00	\$0.00	\$600.00
7357 - NSF Fee	\$0.00	\$0.00	\$0.00	\$525.00	\$0.00	(\$525.00)	\$0.00
7400 - Copies & Envelopes	\$0.00	\$20.00	\$20.00	\$1,043.80	\$240.00	(\$803.80)	\$240.00
7420 - Property Taxes	\$0.00	\$0.00	\$0.00	\$7.58	\$10.00	\$2.42	\$10.00
7430 - Income Tax	\$0.00	\$0.00	\$0.00	\$1,449.00	\$450.00	(\$999.00)	\$450.00
7450 - Other Taxes, Permits & Fees	\$0.00	\$0.00	\$0.00	\$530.00	\$130.00	(\$400.00)	\$130.00
7455 - Mass Mailing	\$0.00	\$0.00	\$0.00	\$285.00	\$190.00	(\$95.00)	\$190.00
7890 - Misc. General Administrative	\$0.00	\$125.00	\$125.00	\$956.00	\$1,500.00	\$544.00	\$1,500.00
7895 - Billing Statements	\$0.00	\$475.00	\$475.00	\$4,725.30	\$5,700.00	\$974.70	\$5,700.00
<b>Total General &amp; Administrative</b>	<b>\$1,717.00</b>	<b>\$3,137.00</b>	<b>\$1,420.00</b>	<b>\$42,085.40</b>	<b>\$39,544.00</b>	<b>(\$2,541.40)</b>	<b>\$39,544.00</b>
<u>Site Improvement</u>							
8545 - Signage	\$0.00	\$0.00	\$0.00	\$175.00	\$0.00	(\$175.00)	\$0.00
<b>Total Site Improvement</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$175.00</b>	<b>\$0.00</b>	<b>(\$175.00)</b>	<b>\$0.00</b>
<u>Utilities</u>							
8920 - Water & Sewer	\$6,067.70	\$1,900.00	(\$4,167.70)	\$60,497.81	\$28,400.00	(\$32,097.81)	\$28,400.00
8925 - Irrigation / Water	\$0.00	\$0.00	\$0.00	\$1,763.26	\$0.00	(\$1,763.26)	\$0.00
<b>Total Utilities</b>	<b>\$6,067.70</b>	<b>\$1,900.00</b>	<b>(\$4,167.70)</b>	<b>\$62,261.07</b>	<b>\$28,400.00</b>	<b>(\$33,861.07)</b>	<b>\$28,400.00</b>
<u>Maintenance</u>							
9015 - Sprinkler/Irrigation Repair	\$502.40	\$695.00	\$192.60	\$4,987.47	\$8,340.00	\$3,352.53	\$8,340.00
9040 - Storm Damage	\$0.00	\$0.00	\$0.00	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00

**Summit at South Mountain Community Association**  
**Income Statement - Operating**  
**12/1/2025 - 12/31/2025**

12/1/2025 - 12/31/2025	1/1/2025 - 12/31/2025
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<b>Accounts</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Annual Budget</b>
9044 - Tree Removal	\$0.00	\$0.00	\$0.00	\$15,502.91	\$0.00	(\$15,502.91)	\$0.00
9045 - Tree Replacement	\$0.00	\$0.00	\$0.00	\$2,150.00	\$0.00	(\$2,150.00)	\$0.00
9055 - Tree Trimming/ Tree Maintenance	\$0.00	\$0.00	\$0.00	\$18,727.86	\$15,000.00	(\$3,727.86)	\$15,000.00
9116 - Backflow Test	\$0.00	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00
9117 - Backflow Repair	\$0.00	\$0.00	\$0.00	\$4,843.68	\$0.00	(\$4,843.68)	\$0.00
9118 - Graffiti Removal	\$0.00	\$0.00	\$0.00	\$475.00	\$600.00	\$125.00	\$600.00
9580 - Misc. Maintenance	\$0.00	\$300.00	\$300.00	\$6,324.50	\$3,600.00	(\$2,724.50)	\$3,600.00
<b><u>Total Maintenance</u></b>	<b>\$502.40</b>	<b>\$995.00</b>	<b>\$492.60</b>	<b>\$53,011.42</b>	<b>\$29,140.00</b>	<b>(\$23,871.42)</b>	<b>\$29,140.00</b>
 <u>Contract Service Expense</u>							
9610 - Lawn Maint. & Landscaping	\$0.00	\$4,626.00	\$4,626.00	\$51,973.68	\$55,512.00	\$3,538.32	\$55,512.00
9620 - Street Sweeping	\$0.00	\$343.00	\$343.00	\$3,773.00	\$4,116.00	\$343.00	\$4,116.00
9750 - Pest Control/Extermination	\$0.00	\$95.00	\$95.00	\$1,544.00	\$1,140.00	(\$404.00)	\$1,140.00
9758 - Gopher Control	\$0.00	\$53.00	\$53.00	\$0.00	\$636.00	\$636.00	\$636.00
9770 - Playground Maintenance	\$0.00	\$200.00	\$200.00	\$2,000.00	\$2,400.00	\$400.00	\$2,400.00
<b><u>Total Contract Service Expense</u></b>	<b>\$0.00</b>	<b>\$5,317.00</b>	<b>\$5,317.00</b>	<b>\$59,290.68</b>	<b>\$63,804.00</b>	<b>\$4,513.32</b>	<b>\$63,804.00</b>
 <u>Reserves</u>							
9910 - Reserves - Contribution	\$843.00	\$843.00	\$0.00	\$10,112.00	\$10,112.00	\$0.00	\$10,112.00
<b><u>Total Reserves</u></b>	<b>\$843.00</b>	<b>\$843.00</b>	<b>\$0.00</b>	<b>\$10,112.00</b>	<b>\$10,112.00</b>	<b>\$0.00</b>	<b>\$10,112.00</b>
 <b>Total Expense</b>	 <b>\$9,130.10</b>	 <b>\$12,192.00</b>	 <b>\$3,061.90</b>	 <b>\$226,935.57</b>	 <b>\$171,000.00</b>	 <b>(\$55,935.57)</b>	 <b>\$171,000.00</b>
 <b>Operating Net Income</b>	 <b>\$2,798.66</b>	 <b>\$2,058.00</b>	 <b>\$740.66</b>	 <b>(\$38,058.72)</b>	 <b>\$0.00</b>	 <b>(\$38,058.72)</b>	 <b>\$0.00</b>

**Summit at South Mountain Community Association**  
**Income Statement - Reserve**  
**12/1/2025 - 12/31/2025**

12/1/2025 - 12/31/2025
1/1/2025 - 12/31/2025

Accounts	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<b>Income</b>							
<u>Reserve Income</u>							
6520 - Reserve Funding Fee	\$0.00	\$0.00	\$0.00	\$1,750.00	\$0.00	\$1,750.00	\$0.00
6911 - Reserve Interest	\$490.99	\$0.00	\$490.99	\$6,016.98	\$0.00	\$6,016.98	\$0.00
6925 - Reserve Contribution	\$843.00	\$0.00	\$843.00	\$10,112.00	\$0.00	\$10,112.00	\$0.00
<b><u>Total Reserve Income</u></b>	<b>\$1,333.99</b>	<b>\$0.00</b>	<b>\$1,333.99</b>	<b>\$17,878.98</b>	<b>\$0.00</b>	<b>\$17,878.98</b>	<b>\$0.00</b>
<b>Total Income</b>	<b>\$1,333.99</b>	<b>\$0.00</b>	<b>\$1,333.99</b>	<b>\$17,878.98</b>	<b>\$0.00</b>	<b>\$17,878.98</b>	<b>\$0.00</b>
<b>Expense</b>							
<b>Total Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Reserve Net Income</b>	<b>\$1,333.99</b>	<b>\$0.00</b>	<b>\$1,333.99</b>	<b>\$17,878.98</b>	<b>\$0.00</b>	<b>\$17,878.98</b>	<b>\$0.00</b>