



## Summerfield Townhouse HOA #5

### Board of Directors Meeting:

August 12, 2025

Time: 4:00 PM

### Agenda

Meeting called to order.

Reading and approval of last meeting minutes.

|                     |                 |
|---------------------|-----------------|
| Treasurer's Report  | Ed Stanley      |
| Landscaping Report  | Ellen Brown     |
| Maintenance Report: | Larry Blanchard |

Old Business:

New Business:

Good of the Order:

Comments

Adjourn

Respectfully Submitted,  
Claire Frye  
Secretary



Summerfield Townhouse HOA #5  
Summerfield Clubhouse – Conference Room  
August 12, 2025  
Time: 4:00 p.m.

4:00 Board of Directors Meeting called to order by Kathy Danforth.

**Board Members Present.**

Kathy Danforth  
Ed Stanley  
Ellen Brown  
Larry Blanchard

**Homeowners Present**

|               |                |
|---------------|----------------|
| Peter Frye    | Pat Howard     |
| Cam Thompson. | Donna Steadman |
| Bob Westover  | Frances Jewell |

Donna read the minutes from both the Annual Meeting and the previous regular monthly meeting which occurred on July 8, 2025.  
Both minutes were approved.

**Treasurer's Report:**

- Motion made to approve treasurer's report. Seconded and approved.
- There is currently \$198,000 in the Reserve Fund with plans to add another \$5,000 in the near future.
- It is anticipated that 2 "buyer's fees" will be added to this fund before the end of this year.
- See Treasurer for Financial information.

**Landscaping Report:**

- Landscape report will be posted on website
- Ellen had requested a detailed audit of the sprinkling system by Rain or Shine, which revealed the need to replace several sprinkler heads in addition to finding a major systemic malfunction on 94th St. in zone 3. Ellen and Rain & Shine agreed to do a "work around" the problem, in order to reduce the repair cost which will be \$590.
- The pruning process has been temporarily stopped due to the high temperatures.
- Ellen wanted to remind HOA 5 residents that yard debris should be placed in the homeowner's driveway for pick-up on Thursday mornings only. There has been increased water usage and higher water bills in order to keep the grass green.
- She concluded her report saying that the workers at Rain or Shine will no longer be moving furniture and other personal property when mowing the grass; this is the homeowner's responsibility.

**Maintenance Report**

- Maintenance report will be posted on website
- Peter has completed the overseeing the installation of gutter guards on the problematic units and gutters for the rest of the homes in the HOA will be installed over time.

- There is a major problem with the deterioration of one balcony and some others that will also need repair work done. This will be an expensive project . Larry is looking into repair options that will last more than 10 years.

#### **Old Business**

- Pat inquired about the status of interviewing management companies. Bob Meek has recommended a management company, but there have been no interviews to date.

#### **New Business**

- Ellen stated that there is a possible danger to children playing in the cul-de-sac on 94th, and asked that everyone drive slowly when turning onto that street

Our next meeting is scheduled for **September 9, 2025 at 4:00 p.m. in the Clubhouse Board Room.**

Meeting adjourned at 4:41 p.m.

Respectfully submitted,  
Donna Steadman for Claire Frye  
Secretary