



## Summerfield Townhouse HOA #5

Maintenance Vice President's Report  
Summerfield Clubhouse Board Room  
November 14, 2023  
Time: 4:00 PM

### **Gutters**

A reminder: All unit owners are responsible to keep the downspout cleanouts unplugged – these devices can be cleaned with your finger, a screwdriver, or a stick. Also, Rain or Shine is starting to clean gutters the 1<sup>st</sup> or 2<sup>nd</sup> week of November, and any issues with overflowing gutters should be brought to the attention of the Landscape VP so Rain or Shine can remedy the problem.

### **Masonry**

All 22 chimneys weather proofed, new pressure washing, crown repaired & coatings, all chimneys have caps, flashing adjusted or repaired. All two-story units had first floor flashing adjusted or repaired.

### **Siding**

All buildings Weatherproofed. Edgewater Construction to check for any areas of concern.

No activity this month for: Balconies, Fences, Drains, History, Post Lamps, Other, Painting, Pests, Roof