

SOUTHWICKE TOWNHOME ASSOCIATION

BOARD of DIRECTORS MEETING

Date: September 8, 2026

CALL TO ORDER: 5:04 p.m.

ATTENDANCE: Janet Johnson, Phil Betts, Carolyn Buseman, Keith Sandvig, Lonnie Dafney

GUESTS: Linda Moeller

SECRETARY'S REPORT: Minutes for August 11, 2026 were moved approved by Lonnie, 2nd by Phil. Passed.

TREASURER'S REPORT: Expenditures reviewed and fund status was discussed and will be reviewed with property manager.

RESIDENT CONCERNS: Linda Moeller, Unit 52, described landscaping plans for back of their unit. Board approved plans for additional plantings, explaining need to disclose to any future buyer the need to care for plantings/weeding, or landscaping to be removed.

OLD BUSINESS:

- Retaining wall information was presented on August 20th by Stone Cross representative. Questions from homeowners in attendance were answered and progress relayed. Reconstruction is to begin September 21-24, weather permitting. All but 4 homeowners have paid the full assessment charge.
- Tom Paplow completed power washing of units with the worst algae problems.
- Sign painting has been delayed due to heat and rain. Paint has been purchased.
- Midwest Construction completed the fascia, soffit and cladding issues. Walk through will be done with Luke on September 15 between 8-10 a.m. Waiting on bid to fix Unit #4 ice formation issue.
- Roof leak repairs have been completed on Units #32-33. Unit #20 needs further review.
- Motion to approve Property Management by Design invoice by Keith, 2nd by Carolyn; motion failed with tie of two opposed. The president broke the tie to approve.
- A new field operations manager, Tork Enterprises, has been hired by PMBD. They will be doing repairs for Southwicke at a cost of \$60 per hour, with a 2-hour minimum. To be most cost effective, portal repair requests will be held and combined to reach the minimum time.
- New downspouts for #38 have been installed by Tork Enterprises.
- Extreme Tree contract regarding \$3,000 for 10 hours work per year, with unused time carried over to the next year. Waiting to receive contract for review.
- Cul-de-sac was sprayed as well as #36 rock area. Discussed scheduling yearly weed spraying and bush trimming both spring/fall months. This would provide homeowners information of when work would be done and avoid extra trip charges when requested on the portal.
- Mailbox #1 was inspected and repaired by the post office.
- Annual meeting is scheduled for Monday, October 12, 2026 at Valley Junction Activity Center, 5:30–7 p.m. Notices and proxies will be mailed. Two board openings to fill, please submit names for the ballot.
- Reviewed preliminary 2027 budget.

NEW BUSINESS:

- HOA Summit invitation presented. All board members declined.
- Board walk around checking deck repairs will be September 15 with Midwest Construction walk through.
- Letter received by PMBD concerning water issues from south parking area and flooding of units #58-59. Quote was received from Stone Cross to tile this area in conjunction with the wall construction. The examination of the current tile revealed broke or blocked tiling resulting in flooding of the area. Keith to check with his contacts for additional estimates.
- Companion savings is 2.75%. A request to PMBD to place reserve monies in the companion savings account. Question to property manager regarding treasurer signature on accounts.
- Review contracts of Selby Landscape, Ankeny Trash, PMBD, and rental contract to be completed by board after annual meeting.

Meeting adjourned. Moved by Keith, seconded by Phil.

NEXT MONTHLY BOARD MEETING: Tuesday, October 20, 5 p.m. at Unit 20.