

SOUTHWICKE TOWNHOME ASSOCIATION
BOARD of DIRECTORS MEETING
Date: November 11, 2025

CALL TO ORDER: 5 p.m.

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

SECRETARY'S REPORT: Meeting minutes for October 14, 2025 were moved approved by Phil Betts, seconded by Keith Sandvig.

TREASURER'S REPORT: Keith reported a total of \$166,636 combined reserve and checking. 2026 budget review and dues increase to \$315 beginning January 1, 2026. No bills presented for the past month. Passed favorably.

OLD BUSINESS:

- Gutter cleaning on Units 36-45 was completed. Accepted bid from Premier Exteriors and Repairs of \$3,301 to clean remaining 61 units, with extra charge for clogged downspouts. This will take place as soon as most leaves have fallen.
- Gutter guards having been explored, Premier Exteriors and Repairs will install LeafBlaster Pro gutter guards on Units 36-45. With initial satisfactory results, future installations on additional units planned.
- Fall cleanup of leaves and debris by Selby Landscapes scheduled as soon as leaves completely fall.
- Repair of fascia/soffits/cladding discussed. No concession on defective product by either siding or roofing companies. Phil moved, Keith seconded, to move forward with maintenance. Repairs will take place early spring, possibly as early as March with Midwest Construction scheduled out 12-15 weeks.
- Retaining wall soil samples delayed until wall design is further planned. Rachel, Ted Lare Design Garden Center, recommended checking with city and construction lawyer regarding next phase.
- Amendment to Article XIII, Section 2 has been recorded.
- Reminder to all homeowners to use portal for best communication regarding maintenance requests, and to view past minutes, newsletters, or announcements.

NEW BUSINESS:

- Snow stakes have been placed to protect yards and show snow boundaries for plows clearing driveways. Stakes, along with deer tree guards, need to be removed in the spring, stored by homeowners, and replaced at appropriate time in fall.
- Selby Landscape has been directed as to placement of snow when cleaning to insure protection of new tree plantings.
- A Thanksgiving Food Drive has been initiated with West Des Moines Human Services. Grocery bags with a donation list were placed on doors November 10th. Bags with donated goods should be set out by 9 a.m. Monday, November 17th and will be picked up by noon for delivery to WDHS. Volunteers to help retrieve donations and deliver are appreciated.
- Tax id number clarification for Mid-American Energy was verified.
- Lonnie Dafney has agreed to serve on Southwicke Board for a two-year term.

Meeting adjourned. Moved by Keith, seconded by Phil.

NEXT MONTHLY BOARD MEETING: Tuesday, December 9, 5 p.m. at Unit 20.