

TRADITION TOWNHOMES ASSOCIATION
ANNUAL MEETING MINUTES
May 5, 2025
TRADITION CLUBHOUSE

CALL TO ORDER: 7:30 PM

BOARD MEMBERS PRESENT: Nate Burnham, John Collins, Jim Hoffmann, Dennis Pate and Debbie Ver Ploeg.

QUORUM: 31 Owners, 8 Proxies, Total 39 = 57.3%

MINUTES: The minutes from the last annual meeting have been received and filed. The minutes were previously sent via email to the Association residents. It was moved and seconded to approve the minutes from the 2024 annual meeting. Motion passed by voice vote.

ELECTION OF BOARD MEMBERS FOR ONE POSITION:

Dennis Pate was the only candidate. Motion and second to elect Dennis was made. Motion carried by unanimous voice vote.

FINANCIAL REPORT:

Nate Burnham reviewed the Financial Report pointing out several important areas, such as reserves, and insurance. Cash on hand is \$145,187.

WORK ORDER UPDATE:

Jeff Horner reviewed all the work orders now waiting to be handled by vendors. They are: Replace poolhouse doors, replace back door of clubhouse, and repair fountain. Anyone needing **mudjacking**, please contact Jeff Horner.

CLUBHOUSE:

Thanks to the volunteers who keep the clubhouse clean.

GROUNDS & LANDSCAPING:

Trees and bushes in the stones are the responsibility of the homeowner. Contact Debbie Ver Ploeg if you are interested in having Matt Umland from Urban Farmer help you with landscaping needs.

There is a fungus on the Ash and Maple trees due to the warm weather this winter. It will be killed off with hot weather.

LAWN MOWING:

We are trying to improve our lawns. The target height for mowing is 3 1/2 to 4 inches tall after mowing. The current robotic mowers cut off approximately 1/8 inch each pass. Over time this will allow deeper, healthier root systems and better natural weed control. Please **do not mow** yards. Please do **not** pick up or move any of the robotic mowers. They will over time "learn" their routes.

IRRIGATION:

Irrigation will begin this coming week. On days of irrigation, the lawns will not be mowed.

POOL:

Repairs to one pool gate was done by several Board members for a fraction of the quoted price for repair. We thank you for your good deed. Barring other problems, the pool should open by Memorial Day. New signage will be put up. These include Pool Rules, Private Pool, and warning signs on Pool House doors.

All restrictions on the usage of the pool by guests on certain days of the week or times of the day are lifted. We encourage you to use the pool, but please remember all guests must be accompanied by a resident when in the pool area.

INSURANCE UPDATE:

The Board continues to evaluate the best options for our needs. With moving to a 5% deductible on insured value for wind/hail coverage, **the Board is strongly encouraging all homeowners to have at least a \$20,000 loss assessment rider on their house insurance.**

ADJOURNMENT:



It was moved and seconded to adjourn the meeting at 8:50. Motion carried by unanimous voice vote.

Address	Owners	Proxy	Signature
1303 SW 28th Lane	Kathy Sparrgrove	✓	<i>Margaret Sparr</i>
1304 SW 28th Lane	Bonnie Ficek		<i>Bonnie Ficek</i>
1307 SW 28th Lane	Diane Mihalovich	✓	<i>Margaret Sparr</i>
1308 SW 28th Lane	Caroleen Edgar		
1321 SW 31st Lane	Alice Newman, Ron Newman		<i>Ron Newman</i>
1322 SW 31st Lane	Brian Webster		<i>Brian Webster</i>
1325 SW 31st Lane	Jim McCord, Jo Ann McCord		
1326 SW 31st Lane	Nate Burnham, Annette Burnham		<i>Annette Burnham</i>
1329 SW 31st Lane	Kent Gilmore, Helen Gilmore		<i>Kent J. Gilmore</i>
1330 SW 31st Lane	Marla Hall		
1333 SW 31st Lane	Larry Goebel, Deb Goebel		<i>Deb Goebel</i>
1334 SW 31st Lane	Eric Kirbach, Kathleen Kirbach		
1337 SW 31st Lane	Art Zander		
1338 SW 31st Lane	Karen Knudson		<i>Karen Knudson</i>
1341 SW 31st Lane	Jim Hoffmann		<i>James Hoffmann</i>

1345 SW 31st Lane	Joan Borel	✓	Joan Borel
1349 SW 31st Lane	Lenora L. Kernen		
1403 SW Sunrise Lane	David Jansen, Joan Jansen		
1404 SW Sunrise Lane	John Cisna, Kim Cisna		John Cisna
1407 SW Sunrise Lane	Dale Port, Martha Port		Martha Port
1408 SW Sunrise Lane	Margaret Chopp		
1411 SW Sunrise Lane	Ardis Morrison, Gary Morrison		Ardis Morrison
1412 SW Sunrise Lane	Molly Lydon		
1415 SW Sunrise Lane	Donna Kuykendall		Donna Kuykendall
1416 SW Sunrise Lane	John Martin, Susan Martin		Susan E. Martin
2703 SW Westview Lane	Richard Altman, Oliffa Altman		
2704 SW Westview Lane	Julie Renner, Bill Renner	✗	Julie Renner
2707 SW Westview Lane	Deena LaRue		
2708 SW Westview Lane	Delman Pittmann, Norma Pittmann		Delman Pittmann
2711 SW Westview Lane	Donald Madole, Mary Madole		
2712 SW Westview Lane	Marvin Rohn, Norma Rohn		Norma Rohn

2715 SW Westview Lane	Donna Stoelk		<i>Donna Stoelk</i>
2716 SW Westview Lane	Margaret Lamb		<i>Margaret Lamb</i>
2719 SW Westview Lane	Claude Dickey , Cynthia Dickey		<i>Cynthia Dickey</i>
2803 SW Westview Lane	Karen Mayrhofer		<i>Karen Mayrhofer</i>
2804 Southwest Westview Lane	Mina Wigg, Richard Wigg		
2807 SW Westview Lane	Carol White		<i>Carol White</i>
2808 SW Westview Lane	John Collins, Ava Collins		<i>Ava Collins</i>
2811 SW Westview Lane	Ellis Smith		
2812 SW Westview Lane	Denise Schuett, Richard Schuett		<i>Denise Schuett</i>
2815 SW Westview Lane	Debbie Ver Ploeg		<i>Debbie Ver Ploeg</i>
2816 SW Westview Lane	Betty Read-Holmes		<i>Betty Read-Holmes</i>
2819 SW Westview Lane	Terence Woods, Nancy Woods		<i>Nancy Woods</i>
2820 SW Westview Lane	Ann Kaven, Dennis Kaven		
2823 SW Westview Lane	Richard Schmitt, Sandra Schmitt	✓	<i>Richard Schmitt</i>
3004 SW Westview Lane	Tom Jensen, Diane Jensen	✓	<i>Debbie Ver Ploeg</i>
3007 SW Westview Lane	Linda Sprague		

3008 SW Westview Lane	Rochelle Dawson, Thad Dawson		
3011 SW Westview Lane	Janet Kovacs, John Kovacs		
3012 SW Westview Lane	Joyce Mischel, John Mischel		Joyce Mischel John Mischel
3015 SW Westview Lane	AJ Laskey		
3016 SW Westview Lane	Marlene Edsen, Craig Edsen		
3019 SW Westview Lane	Rita Cunconan, Gary Spencer		
3020 SW Westview Lane	Martin McCaffrey, Sue McCaffrey		
3023 SW Westview Lane	Alice Brown		
3101 SW Franklin Lane	William Stickler, Glenda Stickler		
3102 SW Franklin Lane	Cheryl Pate, Dennis Pate	#	Cheryl Pate
3105 SW Franklin Lane	Susan Sandor, Donald Sandor	✓	Donald Sandor
3106 SW Franklin Lane	Dennis Billings, Marna Billings		Marna Billings
3109 SW Franklin Lane	Marilyn Scroggins		
3110 SW Franklin Lane	Gerald Kirschbaum, Irene Kirschbaum		
3113 SW Franklin Lane	Margaret Scott		
3114 SW Franklin Lane	Edgar Larsen, Virginia Larsen	✓	Edgar Larsen

3117 SW Franklin Lane	Linda Kohlhaas, Dan Kohlhaas		
3118 SW Franklin Lane	Perry Bradshaw, Patricia Bradshaw		
3121 SW Franklin Lane	Susanne Murphy	✓	Susanne Murphy
3122 SW Franklin Lane	William Richards		
3125 SW Franklin Lane	Gary Schoenrock		

PROXY FORM

Date: 4-15-25

I, Kathryn Sparrgrove, owner of 1303 ~~3073~~ SW 128th Lane,
(Name of Homeowner) (Homeowner Address)

and a voting member of Tradition Townhomes Association, hereby appoint: ~~Patricia M.~~ Margie Lamb
(Name of Proxy)

to serve as my proxy holder to attend the association's annual meeting to be held on Monday, May 5th, 2025 at the Tradition Townhomes Clubhouse. I am authorizing the proxy holder named above to vote and act on my behalf to the extent to which I would be personally present.

The appointment of the proxy shall only be effective during the association's annual meeting held on Monday, May 5th, 2025 and will expire at the adjournment of the annual association meeting.

Kathryn Sparrgrove
Homeowner Printed Name

Kathryn Sparrgrove
Homeowner Signature

4-15-25

Date

Proxy Forms can be:

- Delivered to your designee and brought to the meeting.
- Delivered to any board member prior to the meeting.
- Scanned and emailed to ADMIN@PM-ByDesign.com.
- Mailed and received within 5 days of the annual meeting to:

Property Management by Design
2602 SW Westwinds Blvd
Ankeny, IA 50023

PROXY FORM

Date: 5-4-25

I, Diane Mihalovich, owner of 1307 SW 28th Ln,
(Name of Homeowner) (Homeowner Address)

and a voting member of Tradition Townhomes Association, hereby appoint: Joe Lamb / Margie Lamb
(Name of Proxy)

to serve as my proxy holder to attend the association's annual meeting to be held on Monday, May 5th, 2025 at the Tradition Townhomes Clubhouse. I am authorizing the proxy holder named above to vote and act on my behalf to the extent to which I would be personally present.

The appointment of the proxy shall only be effective during the association's annual meeting held on Monday, May 5th, 2025 and will expire at the adjournment of the annual association meeting.

Diane Mihalovich
Homeowner Printed Name

Diane Mihalovich 5-4-2025
Homeowner Signature Date

Proxy Forms can be:

- Delivered to your designee and brought to the meeting.
- Delivered to any board member prior to the meeting.
- Scanned and emailed to ADMIN@PM-ByDesign.com.
- Mailed and received within 5 days of the annual meeting to:

Property Management by Design
2602 SW Westwinds Blvd
Ankeny, IA 50023

PROXY FORM

Date: Apr. 15, 2025

I, Joan Borel, owner of 1345 S.W. 31st Lane,
(Name of Homeowner) (Homeowner Address)

and a voting member of Tradition Townhomes Association, hereby appoint: Karen Knudson
(Name of Proxy)

to serve as my proxy holder to attend the association's annual meeting to be held on Monday, May 5th, 2025 at the Tradition Townhomes Clubhouse. I am authorizing the proxy holder named above to vote and act on my behalf to the extent to which I would be personally present.

The appointment of the proxy shall only be effective during the association's annual meeting held on Monday, May 5th, 2025 and will expire at the adjournment of the annual association meeting.

Joan Borel
Homeowner Printed Name

Joan Borel
Homeowner Signature

4-5-2025
Date

Proxy Forms can be:

- Delivered to your designee and brought to the meeting.
- Delivered to any board member prior to the meeting.
- Scanned and emailed to ADMIN@PM-ByDesign.com.
- Mailed and received within 5 days of the annual meeting to:

Property Management by Design
2602 SW Westwinds Blvd
Ankeny, IA 50023

PROXY FORM

Date: 5/5/2025

I, Richard Schmitt, owner of 2823 SW Westview Ln.
(Name of Homeowner) (Homeowner Address)
and a voting member of Tradition Townhomes Association, hereby appoint: Deb Van Pelt
(Name of Proxy)

to serve as my proxy holder to attend the association's annual meeting to be held on Monday, May 5th, 2025 at the Tradition Townhomes Clubhouse. I am authorizing the proxy holder named above to vote and act on my behalf to the extent to which I would be personally present.

The appointment of the proxy shall only be effective during the association's annual meeting held on Monday, May 5th, 2025 and will expire at the adjournment of the annual association meeting.

Richard Schmitt
Homeowner Printed Name

Richard Schmitt 5/5/2025
Homeowner Signature Date

Proxy Forms can be:

- Delivered to your designee and brought to the meeting.
- Delivered to any board member prior to the meeting.
- Scanned and emailed to ADMIN@PM-ByDesign.com.
- Mailed and received within 5 days of the annual meeting to:

Property Management by Design
2602 SW Westwinds Blvd
Ankeny, IA 50023

PROXY FORM

Date: 4/20/25

I, Tom & Diane Jensen owner of 3004 SW Westview LN
(Name of Homeowner) (Homeowner Address)
and a voting member of Tradition Townhomes Association, hereby appoint: Debbie Ver Ploeg
(Name of Proxy)

to serve as my proxy holder to attend the association's annual meeting to be held on Monday, May 5th, 2025 at the Tradition Townhomes Clubhouse. I am authorizing the proxy holder named above to vote and act on my behalf to the extent to which I would be personally present.

The appointment of the proxy shall only be effective during the association's annual meeting held on Monday, May 5th, 2025 and will expire at the adjournment of the annual association meeting.

Diane Jensen
Homeowner Printed Name

Diane Jensen
Homeowner Signature

4/20/25
Date

Proxy Forms can be:

- Delivered to your designee and brought to the meeting.
- Delivered to any board member prior to the meeting.
- Scanned and emailed to ADMIN@PM-ByDesign.com.
- Mailed and received within 5 days of the annual meeting to:

Property Management by Design
2602 SW Westwinds Blvd
Ankeny, IA 50023

PROXY FORM

Date: 4-14-2025

I, Suzanne T. Murphy, owner of 3121 SW Franklin Lane,
(Name of Homeowner) (Homeowner Address)
and a voting member of Tradition Townhomes Association, hereby appoint: Dan Kohlhaas
(Name of Proxy)

to serve as my proxy holder to attend the association's annual meeting to be held on Monday, May 5th, 2025 at the Tradition Townhomes Clubhouse. I am authorizing the proxy holder named above to vote and act on my behalf to the extent to which I would be personally present.

The appointment of the proxy shall only be effective during the association's annual meeting held on Monday, May 5th, 2025 and will expire at the adjournment of the annual association meeting.

Suzanne T. Murphy
Homeowner Printed Name

Suzanne T. Murphy
Homeowner Signature

4-14-2025
Date

Proxy Forms can be:

- Delivered to your designee and brought to the meeting.
- Delivered to any board member prior to the meeting.
- Scanned and emailed to ADMIN@PM-ByDesign.com.
- Mailed and received within 5 days of the annual meeting to:

Property Management by Design
2602 SW Westwinds Blvd
Ankeny, IA 50023