

**Summerfield HOA  
December 2016 Board Meeting  
Minutes  
December 8, 2016**

**BOARD MEMBERS PRESENT:**

Tom Halfaker, Kevin Lowitz (joined while in progress), Dick Woodward, Steve Williams, Brad Phillips

**BOARD MEMBERS NOT PRESENT:**

None

**Guests Present:**

None

Meeting called to order by Tom at 6:37pm.

**REVIEW/APPROVE MINUTES:**

- Motion to approve Nov 2016 Board meeting minutes.  
Tom made the motion, Dick seconded. All in favor. Approved.

**ARCHITECTURAL COMMITTEE REPORT:**

- Dick presented the Dec 2016 Architecture Committee Report.
- Reviewed plans for 7 or 8 lawns that have been allowed to die and where the homeowners have not yet responded with landscaping plans.
  - Motion: For lawns that are essentially dead, the homeowner will be given an extended period for correction in the enforcement process, with the expectation that corrections will be made by the end of May.  
Tom made the motion, seconded by Dick, All in favor. Approved.
- Discussed status of updated paint swatch/scheme samples from Dunn-Edwards. The proposed new samples and schemes are now available and were inspected by the board. Our homeowner discount has been raised from 20% to 37%.
  - Motion to accept the architecture committee's recommendations and publish the proposal to the homeowners.  
Tom made the motion, Steve seconded. All in favor. Approved.

**COMMUNICATIONS:**

- Reviewed changes made so far for website incorporating information for escrow companies, new email address in documents, architecture standard updates.
- Reviewed options to coordinate contact information updates between treasurer and secretary.
- Will plan to announce proposed paint standards to the homeowners via email, the Summerfield Facebook group, and the Summerfield neighborhood on NextDoor.com.

**SPECIAL PROJECTS:**

- We are expecting pool area maintenance to begin in January, and are awaiting the contractor to confirm. Absent a confirmation, we will seek a new contractor.
- The swimming pool solar heating system has been winterized to avoid possible freezing damage.
- We will plan to clean out the pool storage room in Feb.

**TREASURER'S REPORT:**

- Kevin presented and reviewed the HOA balance sheet as of Dec 8, 2016.
- Kevin presented and reviewed the Profit and Loss Budget vs. Actual report to date.
- Reviewed accounts receivable summary.
- Five escrows have been processed in the last month, including one today. Two more homes are for sale.
- Three homeowners have outstanding amounts receivable. The board agreed this time to an additional contact attempt for lot # 130 before beginning to pursue legal notifications for 2016 dues. Lot #84 is on a payment plan for 2016 dues. Lot #40 is current for all dues and has acknowledged the outstanding lien from 2015.

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**Next meetings:**      Tuesday      January 10, 2017 at 6:30 pm  
                                 Thursday      February 9, 2017 at 6:30 pm

**Location:** Home of Tom Halfaker, 12700 Summerfield Lane, Poway, CA 92064

Meeting adjourned at 7:30pm, with Tom making the motion, Disk seconding and the motion passing.