

**Summerfield HOA  
October 2017 Board Meeting  
Minutes  
October 10, 2017**

**BOARD MEMBERS PRESENT:**

Tom Halfaker, Dick Woodward, Kevin Lowitz, Brad Phillips, Bob McCleary

**BOARD MEMBERS ABSENT:**

None

**GUESTS PRESENT:**

None.

**ARCHITECTURAL VIOLATION MEETING**

- Representatives for lot #109 were invited be present for the review of their Architectural Standards violation, but did not appear.

Meeting called to order by Tom at 6:34pm.

**REVIEW/APPROVE MINUTES:**

- Motion to approve Sept 2017 Board meeting minutes.  
Tom made the motion, Dick seconded. All in favor. Approved.

**ARCHITECTURAL COMMITTEE REPORT:**

- Dick reviewed the October Architecture Committee report.
- Lot #109 has partially resolved their violation, but the situation still needs final resolution.
- Three second notices are being sent.
- Melissa Wisdom has resigned. The board thanks her for her service. Requests for volunteers have been sent.

**SPECIAL PROJECTS:**

- Bob reviewed the latest attempt to clear the pool deck drain using pressure jets. Drains on the pump room side have blockages, probably in two areas. At this point the concrete must be cut and the pipes replaced. Bob will obtain bids.
- Reviewed other pool area repair and improvement projects (sidewalks, fencing, painting, dry rot repair) for which bids will be obtained.

**TREASURER'S REPORT:**

- Kevin presented and reviewed the HOA balance sheets as of September 14 and October 10; the Profit and Loss Budget vs. Actual report as of October 10, 2017 and the Customer Balance Summary report as of October 10, 2017.

- As per our resolution in September, on October 1, pre-lien letters will be sent to any owners who have not yet paid or begun paying their annual dues. Currently four properties are overdue.
- Kevin has confirmed that if needed we can use or transfer funds from the reserve account to cover any emergencies, whether listed on the reserve study or not.
- Kevin will investigate opportunities to invest some of our funds in certificates of deposit.

**COMMUNICATIONS:**

- Brad reviewed the website usage and communications sent.

**OLD BUSINESS:**

- Two qualified bids to remove the pine tree at the Espola entrance have been received. Motion to use the lower bidder to remove the tree and grind the stump, up to \$2000. Tom made the motion, Kevin seconded. All in favor. Approved.

**NEW BUSINESS:**

- The jacaranda tree by the pool in intertwining with a palm in the neighbor's yard, and may be causing the sidewalk to be raised. We will plan to have it looked at by an arborist.
- The board agreed to join CAI (Community Associations Institute).
- Pool will close Monday October 30. Notice will be sent out a week before.
- Natural barriers to prevent inappropriate access to the pool over the masonry wall do not appear feasible – it appears the plants would likely be trampled before they could become established. We will look for additional ideas.
- CC&R rules limit signage to one 'for sale' or 'for rent' sign per property. No signs are allowed on the HOA controlled areas, which includes the areas adjacent to the sidewalk by the Espola entrance. Garage sale and community function signs are not permitted.
- The annual pool inspection is complete and is signed off. There is a recommendation to replace the backwash filter, but it is not required.
- We will re-key the locks for the pump room.

**Next meetings:**      Thursday      November 16, 2017 at 7:00pm  
                                  Thursday      December 7, 2017 at 7:00pm

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

Meeting adjourned at 8:41pm, with Tom making the motion, Dick seconding and the motion passing.