

# WINDSOR OAKS

## ARCHITECTURAL & MANAGEMENT COMMITTEE

Minutes of January 13, 2020

Meeting called to order at 01:30 p.m. by Secretary

Members present: Wanda Moen, Carol Brown, Jerry Schlaff

Members also welcomed Tomas Ramirez as a new member of the committee.

Minutes: There being no additions/corrections, the Minutes from the December 09, 2019, were approved unanimously.

Old Business:

- The contractor started the cement work but due to the numerous rain days has not as yet completed the work. He needs several no rain days to pour the cement and let it cure. Cedar Management to be notified to book the final payment so as to be paid in the 2019 budget.
- Review of Maintenance Account expenditures for the month of November, indicated that no new invoices were paid. AMC Committee continues to remain under budget for the year.

New Business:

- Members discussed the issue of cleaning off the green pine pollen on the white fence separating our property from the adjacent Condo's and Apartments. It was agreed to contact vendor "Window Gang" who has provided this service for us in the past; for an estimate.
- Members received and discussed the Termite Inspection scheduled supplied by our vendor, Thomas Pest Control, for annual inspection of the inside of all units. The schedule calls for Thomas to perform this service from Thursday January 23<sup>rd</sup> through Friday January 31<sup>st</sup>.
- Review of the December 2019 servicing of the communities detention ponds was completed with two recommendations from FLSS to remove a fallen down tree and repair one outflow area. The members agreed to ask the vendor for estimates to complete this work.
- Members also discussed future projects to be completed on fences, curbs, sewer cleaning, water shut-off valve replacement and others.
- Next meeting scheduled for February 10, 2020 @ 1:30 pm

Respectfully Submitted,

Approved By,

J. R. SCHLAFF, SECRETARY

ACTING CHAIRMAN