

# WINDSOR OAKS

## ARCHITECTURAL & MANAGEMENT COMMITTEE

Minutes of November 09, 2020

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

Members present: Mike Ferry, Wanda Moen, Carol Brown, Jerry Schlaff, Tomas Ramirez

Minutes: There being no additions/corrections, the Minutes from the October 12, 2020, were approved unanimously.

### Old Business:

- Still waiting for contractor to complete cement work at 8518 WRD.
- RAM has provided the committee with quotes for asphalt work in the community. These quotes will be reviewed and discussed, early in 2021.
- All gutter work has been completed by our vendor, Brothers Gutter Services. New gutter repair requests will be added to a list to be worked on in 2021.
- An old irrigation line has been capped by our plumbing vendor and he advised that the cover over the line needs to be replaced. He is having trouble finding a suitable replacement and is looking at other alternatives.
- Sidewalk repair at 8368 WRD quotes were not available at the meeting but were received the next day. Committee members review the quotes by email and approved a quote by vendor DeMilo Bros. for \$3900.00. This quote was forwarded to the Board for their approval.
- Still waiting on Millett Enterprises to finish fence repairs.
- Review of Maintenance Account expenditures for the month of September \$6,501.00. This expense was related to gutter cleaning and repair. All expenditures were within budgeted amounts for 2020.

### New Business:

- Approved AMC Modification for installation of Solar Tube at 8453 WRD.
- Declined AMC Modification for installation of Storm Door at 8819 GOD. Did not meet approved guidelines.
- The Owner at 8552 WRD installed a painted coating on the sidewalk to their front door without AMC Committee approval. The committee member's forwarded a formal request to the Board to assess a fine under the HOA R&R's.

- Millett Enterprises will blow/brush leaves and debris off roofs of perimeter units in late December.
- Committee members approved the purchase of a 20ft extension ladder for use by the committee members when doing gutter work.
- Committee members discussed the four year cycle for Dryer Vent Cleaning. This will be done in April/May 2021. Work on the project has started and member Tomas Ramirez will lead the project.
- No meeting is scheduled for December 2020.
- Next meeting scheduled for January 11, 2021 @ 1:30 pm.

Respectfully Submitted,

Approved By,

J. R. SCHLAFF, SECRETARY

MIKE FERRY, CHAIRMAN