

WINDSOR OAKS

ARCHITECTURAL & MANAGEMENT COMMITTEE

Minutes of June 21, 2022

Meeting called to order at 6:00 p.m. by Chairman.

Members present: Mike Ferry, Jerry Schlaff, Sarah Kalish, Dan and Sylvia Warren

Minutes: There being no additions/corrections, the Minutes from the May 09, 2022, were approved unanimously.

Old Business:

- The Chairman advised we are now down to 2 units needing inspection. 1 empty unit that is currently up for sale, and 1 that the owners had a new address, and we were finally able to contact them to complete the inspection.
- Members discussed estimates received regarding the repainting/refreshing the house numbers for each unit. The committee agreed to have the lowest bidder due one set of numbers as an example. Still pending.
- Power washing of the sidewalk and curb along Windsor Ridge Drive from Elm Lane entrance to REA Rd has been completed.
- Regarding the new colors for the front doors; the Committee reviewed the colors suggested by the members and chose the ones that will be forwarded to the board for approval.
- Replacement for chimney chase cover at 11955 LBC has been completed.
- Gutter work at 11946 LBC and 8518 WRD will be reviewed by our vendor, Mike's Gutters for warranty work or will provide estimates.
- All unlevel concrete areas have been corrected as of May 26th. Concrete cracks and large gaps will be caulked later this year or early next year.
- On June 13th our electric vendor completed repairs to the circuit breakers on the north wall at the Elm Lane entrance.
- On May 31st the owner at 8436 WRD replaced the unauthorized outdoor light by the address numbers.
- The paving project to fill large cracks was completed on May 25th.
- The committee is still reviewing new contracts for detention pond maintenance as our contract is expiring with our current vendor.

- The committee will be reviewing estimates to replace the “Rake” fascia siding on all buildings. These estimates will be used for budgeting in future years.
- Review of Maintenance Account expenditures for the month of April. The only expense posted was for \$9.00 which was a miscellaneous expense for parts.

New Business:

- An owner has asked the committee to approve an exterior modification regarding the installation of a whole house de-humidifier that would require a fresh air opening on the roof of their unit. The committee requested additional information to be reviewed at the next meeting.
- An owner has requested the committee to review and determine if the gables on the Edinburg and Windsor units need to be painted. They are peeling badly.
- The committee agreed to ask for vendors to submit estimates for washing of the vinyl over the sun porch and roof and by the front door. It has been several years since this has been done.
- Next meeting scheduled for July 11, 2022 @ 6:00 pm.

Respectfully Submitted,

Approved By,

J. R. SCHLAFF, SECRETARY

MIKE FERRY, CHAIRMAN