

# WINDSOR OAKS

## ARCHITECTURAL & MANAGEMENT COMMITTEE

Minutes of January 08, 2024

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

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

Mike welcomed owners Debbie Thomas and Doug Squires who have agreed to join this committee.

Minutes: There being no additions/corrections, the Minutes from the November 13, 2023, were approved unanimously.

### Old Business:

- Mike advised that Carolina Pest has inspected all but a few homes and has found no active infestations. The remaining units will be done on January 15<sup>th</sup> and their report will follow. All new traps have been installed and baited.
- The issue with the lighting at the Elm entrance on the South side continues. Doug has agreed to take this project and come up with some solutions. Pending.
- The 2023 project of painting garage door surrounds and frieze boards has been completed.
- Repairs to the Riser in Detention Pond 2 have been completed. Great job done by Mike and Dan.
- All leaves and pine needles have been blown off the roofs and gutters of 71 units around the perimeter of the community or when needed.
- We continue to experience a water leak under the roadway at 8173/8177 WRD. This is currently a minor issue but will be monitored by the committee until springtime.
- The owner at 8173 WRD advised she had issues with water on the garage floor and it was determined that the leak was at the pressure relief valve on the back wall of the garage. The owner contacted her plumber and had it repaired.
- Members reviewed Maintenance Account expenditures for the months of October and November as follows:

October: \$1039.18 - Detention Pond Monthly Maintenance/ Quarterly Mowing  
\$527.60. – Drain Cleanout 9029 GOD \$511.58

November: \$12,403.18 – Last Qty., payment for Termite Control \$3,135.75; Plumbing repairs at 8157 WRD \$3,203.56; Repairs to the Riser in Pond 2 and pond monthly maintenance \$3024.67; Repair of three sink holes \$289.71; Repair of garage surrounds/frieze boards \$2,660.00; Misc., Admin., expenses \$90.09.

New Business:

- Mike indicated that after review of the Reserve Advisers study the committee needs to begin looking at the retaining walls that are in the community. We will start with inspection of the walls to determine if repairs or replacements are needed. This would be a 3-year project.
- Committee members discussed an issue with the chimney cap at 9005 GOD, that it is rusting and may be leaking? Repair by the vendor has been requested.
- Members discussed possible review of all remaining chimney caps but determined that this issue can be postponed to a later date.
- Next meeting scheduled for February 12, 2024 @ 6:00 pm.

Respectfully Submitted,

Approved By,

J. R. SCHLAFF, SECRETARY

MIKE FERRY, CHAIRMAN