

October 2023 Report

Administrative

- 45 Phone calls with residents Board members & vendors.
- 82 Emails with residents Board members & vendors.
- Assisted 3 residents with receiving mass emails from TOPS.
- Reviewed the draft rules & regs with Ryan W.
- Followed up 2 Violations with a homeowner regarding debris in common property and unsubmitted ARB forms
- Gathered budget from coastal Information from numerous vendors such as Coastal Irrigation, MPM Landscape, Brightview Landscape, Eco source pressure cleaning, Royal Green & Advantage Property Management.
- Contacted Solitude to gain access to the customer portal.

Repairs & Maintenance

- Corresponded with Rob regarding various irrigation repairs such as the irrigation pump.
- Coordinated with Rob from coastal irrigation to provide proposals for repair/replacement of the aerator pumps and a maintenance agreement for the aerator pumps once repaired.
- Contacted Rob regarding a broken sprinkler line and two missing valve covers.
- Contacted Solitude Lake management regarding a leak on one of their vehicles causing stained grass on Sunflower.
- Coordinated with Joe Hanaway to conduct cleaning of the Windemere entrance sign (vandalism)

On-site Visits

- Met with Ron to investigate drainage issue on Fetterbush along with an ARB submitted by 515 Bellworth regarding driveway extension
- Met with Ron to go over budget info.
- Met with a resident who had damage done to their property from a neighbor which turned out to be common land and the problem was addressed appropriately.
- Met with a resident to investigate their irrigation troubles.
- Investigated the common land next to 3081 Windemere.

Bids & Proposals

- Requested that once Rob investigates all the aerator pumps if he could provide a maintenance agreement.(Received)
- Requested Rob provide his rate for 2024. (Received)
- Requested Rob provide a price for adding irrigation to the common areas that may be lacking. (this had already been requested but due the amount of rain he has not been able to provide it)(Pending)
- Started researching companies to repair/straighten street signs.
- Inquired with Brightview to provide a bid for mulch. (Received)
- Inquired with Brightview to provide a bid for tree trimming (Received)
- Inquired with MPM to provide a bid for mulch (Pending)
- Inquired Eco Source for a quote on pressure cleaning.

Violations

- 34 open Violations
- 10 Roofs
- 18 Driveways

- 1 Lawn/Sod
- 2 Debris & Trash
- 2 Trash