



**Weathersfield Service Group
Manager's Report
Friday, January 29, 2016**

Financials

Monthly financials are posted on the community website.

Also, Bob & Tara continue to meet, as required, to discuss the financials.

Finally, all of the 2015 financial data is ready to turn over to the CPA for tax preparation.

Work Orders

Since the last report, we have 12 new work orders & have closed 8 work orders.

Landscaping

Ruppert Landscape is currently on a 10-14 day schedule (for winter visits). When on site, they will edge, blow leaves and do very light pruning as needed. Mowing, per the contract, will take place once the growing season starts in the spring. Patsy visits bi-monthly as well.

Early this month the crew from Davey Trees pruned the crepe myrtles throughout the entire neighborhood. They also removed several pines in the 530-539 close to promote a healthy environment for the remaining pines. All of this work was cleared in advance by Zana.

Finally, we look forward to the Board appointing a Landscape Chair in the very near future.

Lighting Project

Jim Kitkowski continues to work on repairing the lights on the townhouses and garages. The project is divided into three sections based on the order of WSG close construction. Jim will leave a note at the units before he starts work. All of this work is pre-approved by the Board.

Website

Monthly, sometimes more often, updates continue on the community website. As always, Berkeley does not charge WSG for routine updates (ex, posting financials, manager reports, etc.). Finally, the electronic newsletter feature of the website is available to use, all that is needed is a community volunteer to create content for the electronic newsletter.



**WSG Work Orders
January 2016**

<u>Close Address</u>	<u>Description</u>
549	garage door
581	shutter
525	roof leak
583	flashing, siding
565	roof leak
581	driveway post
593	garage door
560	roof leak
542	roof leak
558	front railing
568	garage door
539	garage door