



**Weathersfield Service Group
Manager's Report
Friday, February 26, 2016**

Financials

Monthly financials are posted on the community website. Also, Bob & Tara continue to meet monthly to discuss WSG financials. Finally, all of the 2015 financial data is ready to turn over to the CPA for tax preparation. Please note, the 2015 taxes must be filed or extended (for six months) by March 15th, otherwise the IRS will fine the WSG for missing the deadline to file.

Work Orders

Since the last report, we have 4 new work orders & have closed 7 work orders.

Also, David Carroll has begun blowing off the roofs adhering to a list provided by the Board.

Landscaping

Ruppert Landscape is currently on the 10 to 12 day schedule (for winter visits) for visits. Both Patsy & Ruppert will begin weekly visits in mid to late March. It will depend on the weather.

Next, the turf was recently treated and Rupperty will continue that maintenance schedule through spring. Of note, Ruppert still plans to do most of renovations and/or plantings in the fall (as that is the ideal time to plan) but under the direction of the Landscaping Committee, Ruppert will start to address some very small issues in March and/or April

Finally, both Berkeley & Ruppert appreciate Nancy Fore for stepping up to be the Landscaping Committee Chair. Patsy & Nancy have already meet for 6+ hours in February to discuss WSG landscaping. They will continue to meet as required in the weeks ahead.

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 approved by the Board.

Website

Updates continue on the community website. Also, the electronic newsletter feature of the website is available. Last, a community volunteer is needed to create context for the website.



**WSG Work Orders
February 2016**

<u>Close Address</u>	<u>Description</u>
555	roof leak
542	rotted wood
560	warped roof
546	roof leak