

WINDSONG COTTAGES ASSOCIATION

Preventative Maintenance Report for 2023-2024

In Accordance with MN Statutes section 515B.3-107

COMMON ELEMENTS MANAGED BY THE BOARD

Roofing on all Buildings

Roofs are inspected every two years. They were inspected in 2023 by Empire Roofing with no significant issues and did not estimate a date to start replacement. The replacement cost estimate at that is within the parameters of our capital account funding. The roof will be inspected again in 2025.

Cost: \$ 500 (Estimated)

Siding and Decks/Entryways:

To be inspected and stained on an annual rotating basis to include caulking around doors and windows. Staining was completed in 2023 and will continue into 2024, focusing on the sides of each unit.

Cost: 2023: \$56,240

Cost: 2024: \$45,760

Asphalt driveways and parking:

To be inspected annually

All driveways and parking lots were sealed in 2022.

Cost in 2022: \$11,900

Propane tanks and piping:

To be inspected annually by COMO/Thompson Gas, the owner of the equipment.

Approximate cost: \$2,500 per year

Grounds and Trees to include landscaping:

Landscaping and tree trimming are mainly outsourced and managed by the Landscaping Committee and the Board.

Cost: 2023 \$5,575

Cost: 2024 \$12,000

Pool Building

Pool maintained to State standards. Certified pool manager employed to manage the water chemicals at correct levels. Pool area, sauna, bathroom and changing room to be cleaned frequently, as needed.

Cost: 2023 \$23,703

Cost: 2024 \$23,750

Security and Lighting Systems

Maintain the cameras and data storage facilities for the Association. Complete an annual check on cameras and back-up systems. Monitor streetlights on an ongoing basis.

Cost: 2023 \$1,350

Cost: 2024 \$500