

Silverlakes
Vendor Oversight Committee
Basic Objectives
Adopted August 21, 2000 - Revised Jan 21, 2009

Committee Basic Objectives and Goals:

1. Committee to operate in compliance with the "Silverlakes at Gateway HOA Committee General Rules" issued originally on August 21, 2000 and subsequently revised.
2. Define and monitor maintenance needs for all common areas, Villas, ClubHouse, GuardHouse and Entrance areas.
 - a. Villas have additional elements that must be considered:
 1. Lawn care vendor contract which includes but not limited to, overall lawn maintenance including the repair / replacement of sprinkler components.
 2. Ensure that proper maintenance reserves on roof, exterior painting, roof cleaning and general repairs are in place.
3. Ensure that vendor specifications are prepared and kept up to date for all HOA recurring sub-contract maintenance effort.
4. Provide general oversight on an as needed basis for all HOA sub-contract work
5. Monitor and ensure that all fixed assets of the HOA are kept in general repair.
6. Gather HOA maintenance related reference data and store on site.
 - a. Developer drawings where applicable
 - b. Infra-structure drawings and details where applicable.
 - c. HOA written vendor specifications on maintenance related items.

HOA Maintenance Committee