

March/April 2020 CDD Operations & Maintenance Updates

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- Coordinated 0 community and 1 private clubhouse events.
- Assisted Yacht Club volunteers with supplies for marina work (replace pier cones, pressure washed, vendor trimmed trees, clean picnic tables)
- Painted grill porch and touched up various areas of clubhouse.
- Closed clubhouse, pool, spa and fitness center due to “social distancing requirements” as recommended by legal counsel due to pandemic.
- Set up 3 new resident MyEnvera accounts.
- Worked on 2020/21 draft CDD Budget for later review.
- Resident volunteer power washing marina, pedestals, tables and gazebo furniture.
- Executed 1 new marina leases and 2 marina lease renewals.
- Performed site walk-through with eGis Insurance for CDD insurance requirements and recommended improvements. Research asset coverage cost for various items.
- Issue trespass letters for 3 recreation center issues.
- Solicited quotes for refinishing of clubhouse wooden furniture.
- Worked with vendor to refinish clubhouse furniture and send out to refinish.
- Whitehead/Mallory Square underdrain repairs completed by vendor.
- Whitehead pipe depression and asphalt repair completed by vendor.
- Vendor added irrigation head to bare area at south end of fountain lake to improve grassed area.
- Trimmed limbs along bridge and trail. Added shell to sidewalk and bridge approaches.
- Touch up paint on patio furniture, paint tables, porch benches are chairs, as needed.
- Replaced handles on grill porch cabinet after painting.
- Rebuilt portion of rip rap along fountain lake behind condos.
- Prepared pool area for re-opening when approved (removed patio cushions, etc.)
- Touch up paint in fitness center.
- Fitness center equipment serviced.
- Cleaned/reorganized storage room. Per insurance inspection had to move some items away for electrical panels.
- Vendor replaced cooling coil on Clubhouse HVAC system.
- Resident volunteers performed repairs to clubhouse roman shades.
- Work with City of Bradenton to grind sidewalk joints on Natalie Way (work pending)

Upcoming Maintenance/Projects Scheduled/Pending:

- Replace missing marina pedestal tops (investigating options with vendor).
- Underground electric box on Harborage Avenue replacement or move due to tree roots (pending review and options).
- Repair to small bridge approach, replace board, refasten, etc.