

May 2020 CDD Operations & Maintenance Updates

5705 Key West Place • Bradenton, FL • 34203

Phone: 941-727-5500

harbouragecddmanager@gmail.com

- Coordinated 0 community and 0 private clubhouse events.
- Additional touch up painting at clubhouse.
- Set up 5 new resident MyEnvera accounts.
- Contacted Frontier communications again (4 times) on missing junction box lid on Whitehead Street (behind house).
- Clean and sanitized restrooms daily for vendor with CDC approved cleaner, restocked, etc.
- Resident volunteer power washing marina, pedestals, tables, and gazebo furniture.
- Resident volunteer applied teak oil to picnic tables.
- Executed 1 new marina lease and 3 marina lease renewals.
- Investigated landscape light issues along marina trail and replace bulbs and repairs wiring in several cases.
- Continued work on insurance coverage schedule to send to BOS.
- Vendor repair of entry/exit gates from loss of power. Remove inline fuse to prevent future “stuck closed” events.
- Replaced power toggle switch on Boat Lift 1B in preparation for new tenant.
- Vendor completed refinish of wooden clubhouse furniture.
- Worked with HVAC vendor on Clubhouse AC problems and condensation drain issues.
- Report to pool vendor of issue with chemical spills on AC unit.
- Prepared pool area and fitness center for possible reopening in June.
- Replaced bulbs on several street lamps on Natalie Way.
- Ordered and replaced remaining marina piling cones missing.
- Worked 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.