

June 2020 CDD Operations & Maintenance Updates

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- Coordinated 0 community and 0 private clubhouse events.
- Investigated 4 intruder alarms (2 gate jumpers and 2 staying after 10PM)
- Issued 4 trespass letters and 3 trespass window flyers.
- Set up 6 new resident MyEnvera accounts.
- Prepared pool and fitness center for Re-opening due to shut down for COVID-19.
- Created new social distancing signage and pool entry signage.
- Updated website as needed for Pool/Fitness Center re-opening information.
- Obtained EPA approved COVID-19 cleaners and dispensers.
- Executed 1 new marina lease and 4 marina lease renewals.
- Working with landscape vendor on replacement of old plants outside pool fence and pond trimming behind condos.
- Continued work on insurance coverage schedule to send to BOS.
- Vendor completed refinish of wooden clubhouse furniture.
- Investigated Emergency Gate malfunction issue. Working with Vendor. Notified MCFD and working with MCFD on options to consider eliminating power emergency gates (subject to BOS approval).
- Performed 1 CDD new resident orientation.
- Contacted City of Bradenton again on grinding of sidewalk joints on Natalie Way (representative says work is pending).
- Investigated washed out area by townhome. Reported to HOA as irrigation issue.

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.