

## October 2020 CDD Operations & Maintenance Updates

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- Coordinated 2 community and 3 private clubhouse events.
- Investigated 0 intruder alarms and 2 trespass issues.
- Issued 0 trespass letter and 2 trespass window flyers.
- Set up 3 new resident MyEnvera accounts.
- Pool vendor replaced spa light bulb under warranty.
- Working with landscape light vendor on issues with LV lights at marina (work pending).
- Repaired two landscape lights at entrance (loose wires).
- Added 1 resident to marina wait list.
- Manatee County performed additional traffic enforcement.
- Plumbing repair at marina Slip #1 hose connection.
- Executed 2 marina lease renewals.
- Reset clocks/times for EST.
- Continued sanitation procedures for pool, clubhouse, fitness center, restrooms for COVID-19.
- Met with two vendor on pool resurfacing project. Awaiting quotes.
- Resident gate transmitter vendor (VACC) replaced resident entry gate/barrier bar control system converting from dial up modem to Wifi.
- Reported irrigation timer for Natalie Way not working. Vendor investigating.
- Janitorial service vendor performed service twice under “as needed” agreement for when Operations Manager is on vacation.
- Met with vendor on quote for pressure washing of clubhouse, cabanas, etc.
- Replaced “Pool Rules” and “Spa Rules” signs in pool area.
- Replaced logo sign at exit bars that was cracked and faded.
- Fire protection vendor investigated issue with emergency lights in clubhouse. All are functioning now.
- Replaced pool shower control valve.
- Met with County pool inspector on pool compliance issues (permits, life rings, etc.)
- Replace visitor barrier arm struck by Amazon truck (to be billed to vendor).

### ***Upcoming Maintenance/Projects Scheduled/Pending:***

- Researching water supply to marina.
- Vendor investigation options for emergency gate control/motors needing replacement.
- Continue investigation into marina low voltage lights issues/replacements.