

November 2020 CDD Operations & Maintenance Updates

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- Coordinated 0 community and 1 private clubhouse events.
- Investigated 0 intruder alarms and 3 trespass issues.
- Issued 0 trespass letter and 3 trespass window flyers.
- Set up 5 new resident MyEnvera accounts.
- Pool Inspection by DOH, replacement of pool life rings and equipment repair needed (pending).
- Working with landscape light vendor on issues with LV lights at marina (work pending).
- Added 1 resident to marina wait list
- Executed 3 marina lease renewals.
- Reset clocks/times for EST.
- Continued sanitation procedures for pool, clubhouse, fitness center, restrooms for COVID-19.
- Met with new CDD Supervisor for orientation and project reviews.
- Met with Envera technician on relocation of camera and spa camera focus issue.
- Blooming replaced irrigation controller for Natalie Way (damage due to ants).
- Janitorial service vendor performed service twice under “as needed” agreement for when Operations Manager is on vacation.
- Community sidewalks pressure washed (annually).
- Replaced resident barrier arm struck by landscape truck (arm damaged, billed).
- Replaced visitor barrier arm struck by moving truck (arm not damaged).
- New barrier arms orders from vendor, yet to be shipped.
- Hoover pumps did maintenance on irrigation system due to low pressure. Diver investigated intake pipe in lake (approx. 10’ below surface, 7’ from lake bottom). Awaiting quotes for suggested solutions.

Upcoming Maintenance/Projects Scheduled/Pending:

- Researching water supply to marina.
- Vendor investigation options for emergency gate control/motors needing replacement. Awaiting quote.
- Continue investigation into marina low voltage lights issues/replacements.
- Vendor quote approved for power washing of clubhouse, pool, deck, cabanas, etc. Awaiting vendor schedule.
- Vendor quote approved for power washing of gate house, entry gates, monuments.