



HOA Manager's Report – January 2025

Audit

- Bashor Legendre conducted fieldwork for the 2024 financial audit. The report is expected in February.

Gates

- Accurate Electronics replaced a traffic loop and loop detector for the exit gate near the guardhouse.
- Accurate Electronics resolved a programming issue for the gate transponders. Approximately sixty transponders have been distributed due to vehicle replacement necessitated by storm surge from Hurricane Helene.
- Accurate Electronics assessed communication failures at the call buttons located at the south truck entrance and the guardhouse. A repair plan is pending.

Landscaping

- Synergy Landscaping has continued sand clearance. Once the sand is clear, sea grapes will be planted at the west boundary of the property. Thereafter, damaged sod will be removed and replaced. Plants will be ordered to replace those destroyed in low lying beds that were flooded by storm surge and elevated beds that were destroyed by high winds. Management is working with Synergy and Del Mar Palms on this restoration project.

Maintenance Staff

- The focus for maintenance staff has been restoration after the hurricanes, which included stucco work and painting after tennis fence removal. They have initiated planter waterproofing and expansion joint repairs. Details as to the in-house tasks of staff are included in the attached worksheet.

Parking Lot Lights

- East West Electric has been engaged to replace light fixtures in the parking lot with identical fixtures to those currently onsite.

Pools/Spas

- FCL replaced a broken pump housing at the lap pool.
- Largo Locksmith replaced the women's restroom lock at the Piano Pool and repaired the lock at the men's restroom located at the Lap Pool.

Signage

- Signs ordered through Fast Signs, to replace those that were destroyed by the hurricanes, were installed by maintenance staff. This includes signs for pool rules, tennis rules, no trespassing, no pets, truck entrance, resident entrance, and guest entrance. Two additional signs were ordered and are anticipated to be ready for installation in February.

Tennis Court Fencing

- Allstar Surfaces removed the tennis fence at building three. After this was accomplished, in-house staff repaired the stucco and painted the perimeter wall. The fence should be complete at building three in early February. Thereafter, the contractor will address the fence at building two and then building one. The fences are being addressed in order of priority, based on severity of damage.

Maintenance Worksheet

Routine Maintenance:

Daily:	Pool Bath Cleaning Check Pools for trash Clean the BBQ and Fire pit Check Lights Trash Check Garages Clean out drains at courts
Twice Per Week:	Sweep Garages
Weekly:	Check Pool Chemicals
As Needed:	Clean out ditches near sidewalks Palm Trimming (when not contracted out) Install transponders

Repairs and Projects:

	<u>Location:</u>	<u>Start Date:</u>	<u>End Date:</u>	<u>Status:</u>
Clean pool filters for MM pool and Lap pool	Building 1-2	1/2/2025	1/2/2025	Complete
Repair beach access gate lock	Building 1	1/2/2025	1/2/2025	Complete
Repair the irrigation leak in planter #36	Building 1	1/2/2025	1/2/2025	Complete
Replace and paint the parking stop #34 and #19	Building 1-2	1/3/2025	1/3/2025	Complete
Replace the EXIT light in garage and loading dock	Building 2-3	1/7/2025	1/7/2025	Complete
Remove the Christmas lights	Complex	1/3/2025	1/8/2025	Complete
Clean up the garages area and the ditches	Complex	1/8/2025	1/8/2025	Complete
Repair the EXIT gate arm by the gate house	Building 1	1/7/2025	1/9/2025	Complete
Paint the parking stops #36, 24, and 19	Building 1-2	1/9/2025	1/9/2025	Complete
Paint the bathrooms by the Piano pool	Building 3	1/9/2025	1/9/2025	Complete
Repair the toilet for the men's bathrooms by the Piano pool	Building 3	1/9/2025	1/9/2025	Complete
Paint the parking stop #45	Building 2	1/10/2025	1/10/2025	Complete
Finish installing the cameras for the bike areas	Building 1-2	1/13/2025	1/13/2025	Complete
Repair the cameras for the south sea wall and piano pool equipment's	Building 3	1/14/2025	1/14/2025	Complete
Run a new irrigation line for planters #135-136	Building 3	1/15/2025	1/15/2025	Complete
Install a new sign for MM pool, tennis court, and gates	Complex	1/15/2025	1/15/2025	Complete
Cameras repair: MM pool, Building 3 west entrance and wind tunnel	Building 1-3	1/16/2025	1/17/2025	Complete
Camera repair in garages	Building 2-3	1/16/2025	1/23/2025	Complete
Remove and clean up the plants by the HOA hut	Building 3	1/24/2025	1/24/2025	Complete
Concrete repair for the posts tennis court	Building 3	1/24/2025	1/27/2025	Complete
Remove the plants in planter #133-134 tennis court	Building 3	1/27/2025	1/27/2025	Complete
Pressure-wash tennis court walls	Building 3	1/28/2025	1/28/2025	Complete
Prime and paint tennis court walls	Building 3	1/29/2025	1/29/2025	Complete
Repair the beach access gate lock	Building 1	1/29/2025	1/29/2025	Complete

Replace the lock for the MM pool and Lap pool rooms	Building 1-2	1/29/2025	1/29/2025	Complete
Paver repair on second floor deck	Building 3	1/30/2025	1/31/2025	Complete
Tennis court wall stucco, paint, etc	Building 1-2			Open
Planter Waterproofing	Complex			Open
Paint bathroom roofs	Complex			Open
Planting, Landscaping, Irrigation Repairs	Complex			In progress