



## **HOA Manager's Report – February 2025**

### **Audit**

- The 2024 audit report from Bashor Legendre is expected in early March.

### **Gates**

- Accurate Electronics assessed communication failures at the call boxes located at the south delivery entrance and the guardhouse and suggested replacement of the devices at a cost of approximately \$11,000. Signs have been ordered to instruct those requiring access at these locations to call the guardhouse line for access to the property.

### **Landscaping**

- Synergy Landscaping will return for completion of sand clearance during the first week of March.
- Synergy Landscaping has provided a proposal for the removal and replacement of sod on the west side of the property. They have assessed the western boundary for sea grapes and a quote is pending.
- Del Mar Palms has provided a proposal for the removal of sod, replacement of sod, and planting of sea grapes on the west side of the property.
- In-house staff has made preparations for the posts and chain to be installed along the seawall.

### **Maintenance Staff**

- The focus for maintenance staff has been stucco work, painting, and waterproofing projects. Details as to the in-house tasks of staff are included in the attached worksheet.

### **Parking Lot**

- East West Electric will repair the parking lot lights and replace a pole in March.
- Management coordinated the use of Bay Park via the City of Clearwater Parks and Recreation department while a crane at the south end of the property disrupted the use of guest parking and 72-hour parking spaces for residents.

### **Signage**

- Signs were obtained from Fast Signs and installed by staff for the guest/delivery entrance and south public beach access.

### **Tennis Court and Cornhole**

- Allstar Surfaces removed and replaced the tennis fence at building two. They have removed the tennis fence at building one and have begun the process of installation. We anticipate that the contractor will complete installation at building one and finish two small sections at building three in March.
- East West Electric has been engaged to straighten a tennis court pole and seal the bolt penetrations.
- The cornhole boards have been replaced. Vinyl lettering will be applied to the new boards shortly.

### **Wi-fi**

- Management has been in contact with an IT specialist regarding issues with the pool Wi-fi at the Mickey Pool. A resolution is pending.

# Maintenance Worksheet

## Routine Maintenance:

<b>Daily:</b>	Pool Bath Cleaning Check Pools for trash Clean the BBQ and Fire pit Check Lights Trash Check Garages Clean out drains at courts
<b>Twice Per Week:</b>	Sweep Garages
<b>Weekly:</b>	Check Pool Chemicals
<b>As Needed:</b>	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>
Replace the light at the BBQ wall	Building 2	2/3/2025	2/3/2025	Complete
Wash the windows and walls on second floor	Buildings 1 & 2	2/3/2025	2/4/2025	Complete
Stucco repair front to the G-84	Building 2	2/4/2025	2/4/2025	Complete
Paint the metals covers on second floor by the MM pool	Building 1	2/5/2025	2/5/2025	Complete
Paint the stucco repair front to the G-84	Building 2	2/5/2025	2/5/2025	Complete
Wash the walls on wind tunnel	Building 2 & 3	2/5/2025	2/5/2025	Complete
Stucco repairs on wind tunnel	Building 2 & 3	2/6/2025	2/6/2025	Complete
Prime and paint the ceiling on wind tunnel by the 72 hour parking area	Building 3	2/6/2025	2/6/2025	Complete
Prime and paint the walls by the loading dock	Building 2	2/6/2025	2/6/2025	Complete
Concrete and stucco repair on the tennis court	Building 3	2/10/2025	2/10/2025	Complete
Repair the leak for lap pool spa heater	Building 2	2/10/2025	2/10/2025	Complete
Pressure wash the walls of the tennis court	Building 3	2/10/2025	2/10/2025	Complete
Caulk the expansion joint by the lap pool steps	Building 2	2/11/2025	2/11/2025	Complete
Prime and paint the walls tennis court	Building 3	2/11/2025	2/11/2025	Complete
Stucco and concrete repairs on tennis court walls	Building 2	2/11/2025	2/11/2025	Complete
Pressure washer the walls on tennis court and basketball court	Building 2	2/12/2025	2/12/2025	Complete
Prime and paint the tennis court and basketball court walls	Building 2	2/13/2025	2/13/2025	Complete
Leak repair for the lap pool spa	Building 2	2/13/2025	2/13/2025	Complete
Clean up the garages area	Complex	2/13/2025	2/13/2025	Complete
Concrete and stucco repair in planter Nr.66 second floor roundabout	Building 2	2/14/2025	2/14/2025	Complete
Wash the 72 hours parking lot area second floor	Building 3	2/14/2025	2/14/2025	Complete
Paint the walls in 72 hours parking area second floor	Building 3	2/17/2025	2/17/2025	Complete

Paint the concrete and stucco repair by the planter Nr.66	Building 2	2/17/2025	2/17/2025	Complete
Clean up the bike area	Building 2	2/17/2025	2/17/2025	Complete
Paint the new cornhole boards	Building 3	2/17/2025	2/19/2025	Complete
Stucco repair on front of the women's bathroom MM pool	Building 1	2/18/2025	2/19/2025	Complete
Clean the ditches	Building 1 & 3	2/19/2025	2/19/2025	Complete
Install new pickleball nets	Building 3	2/19/2025	2/19/2025	Complete
Stucco and repair tennis court walls	Building 1	2/19/2025	2/20/2025	Complete
Paint the stucco repair on front to the women's bathroom MM pool	Building 1	2/20/2025	2/20/2025	Complete
Pressure wash the walls on tennis court	Building 1	2/21/2025	2/21/2025	Complete
Clean up the garages area	Complex	2/21/2025	2/21/2025	Complete
Clean up and organize the shops	Buildings 1 & 2	2/24/2025	2/24/2025	Complete
Paint the walls on tennis court	Building 1	2/25/2025	2/25/2025	Complete
Install new signage	Complex	2/25/2025	2/25/2025	Complete
Remove the dead plants from the planters Nr.141-142-135	Building 3	2/25/2025	2/26/2025	Complete
Remove and install a new gutter on expansion joint in G-29	Building 1	2/26/2025	2/27/2025	Complete
Waterproof the planter Nr.133 by the tennis court	Building 3	2/25/2025	2/28/2025	Complete
Paint the walls in G-29 from the expansion joint damage	Building 1	2/28/2025	2/28/2025	Complete
Planter Waterproofing	Complex			Open
Paint Bathroom Roofs	Complex			Open
Planting, Landscaping, Irrigation Repairs	Complex			In Progress