



## HOA Manager's Report – March 2024

### Projects/Maintenance

- The maintenance team has completed a number of tasks across the property. A detailed list of work performed is available on the maintenance worksheet.

### Electrical

- D'Andrea Electric identified the breakers for the electrical conduit that will be repaired. P & R Coating will be working to further expose the conduit in order to perform the repair.

### Gate System

- The south gate was not accepting system modifications due to an issue with the DSX system. Accurate Electronics identified that the issue was a hardware issue with a faulty switch, which was replaced.

### Landscaping

- Synergy Landscaping recently replaced irrigation timers. Thereafter, management identified incorrect settings which resulted in lack of irrigation in some zone. Synergy returned to resolve the issue.
- A water leak was identified near the reclaimed water meter. The county was contacted for the repair.
- Del Mar Palms has been contacted regarding new plants near the southwest corner of building two and the planter currently being waterproofed at the top of the ramp at building three.

### Pools/Spas

- Symbiont Service has replaced a compressor and a temperature sensor for heaters located at the Mickey pool.
- FCL has been engaged for a Stenner repairs at the Mickey Pool and Piano Pool.
- New lights will be installed at the Lap Pool and Mickey Pool.
- Liso's Construction will be providing a proposal for bathroom mirrors.

# 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>
Repaired the leak by the gym (tennis court light post)	Building 3	3/1/2024	3/5/2024	Completed
Repaired the waterproof membrane in planter #241	Building 3	3/6/2024	3/6/2024	Completed
Water tested and improved planters #136 - 135	Building 3	3/4/2024	3/7/2024	Completed
Primed and painted the walls in planter #241	Building 3	3/7/2024	3/7/2024	Completed
Cut the trees in planter #201	Building 3	3/8/2024	3/8/2024	Completed
Replaced the M.M. pool spa blower	Building 1	3/8/2024	3/8/2024	Completed
Fixed the internet for the cameras by the guard gate	Building 1	3/12/2024	3/12/2024	Completed
Sprayed for ants around pools	Complex	3/13/2024	3/13/2024	Completed
Repaired the 72 hour parking camera	Building 3	3/15/2024	3/15/2024	Completed
Fixed the Wi-Fi for lap pool area	Building 2	3/15/2024	3/15/2024	Completed
Fixed the drain for planter #201	Building 3	3/18/2024	3/18/2024	Completed
Opened the wall to check for leak in G-116	Building 3	3/18/2024	3/18/2024	Completed
Repaired the heater leak for the piano pool	Building 3	3/19/2024	3/19/2024	Completed
Repaired the lock for beach access	Building 3	3/19/2024	3/19/2024	Completed
Cleaned the garage	Complex	3/19/2024	3/19/2024	Completed
Repaired the wall for the leak in G-116	Building 3	3/20/2024	3/20/2024	Completed
Painted the parking stops (P.31-6-19-23)	Buildings 1 & 2	3/20/2024	3/21/2024	Completed
Repaired the garbage can	Building 3	3/21/2024	3/21/2024	Completed
Repaired two umbrellas for the piano pool	Building 3	3/26/2024	3/26/2024	Completed
Painted the "NO STANDING" signs	Building 3	3/26/2024	3/26/2024	Completed
Painted second floor exterior steps with yellow safety paint	Building 3	3/29/2024	3/29/2024	Completed
Waterproofing planter #201	Building 3	3/11/2024	Open	In Progress
Replace pool lights	Buildings 2 & 3	-	-	Open
Paint pool bathrooms	Complex	-	-	Open
Repair and paint stucco at wind tunnel	Complex	-	-	Open
Planting new plants	Complex	-	-	Open
Expansion joint and sealing stairs	Building 3	-	-	Open
Paint gazebo roofs	Complex	-	-	Open
Waterproof planters (separate list)	Complex	-	-	Open