

**SUMMER MAINTENANCE PROJECTS REPORT**  
**2016**

<b>PROJECT #</b>	<b>TASK</b>	<b>COMPLETION DATE</b>	<b>STATUS</b>	<b>Remarks</b>
2016-001	Clean and store excess pool chairs	5/23/16	Completed	
2016-002	Rat bait boxes cleaned and reset			
2016-003	Clean and store excess blue and yellow recycling bins	5/16/16	completed	5/25/16 Started – all extra yellow bins cleaned and stored. 5/26/16 all blue bins cleaned and stored. Job Completed.
2016-004	Clean and seal pavers at East pool deck			
2016-005	Install mango net over motorcycle pad	5/18/16	Completed	
2016-006	Paint the club house pool deck			
2016-007	Check support posts on B units			
2016-008	Patch small holes in parking lots			
2016-009	Cleaning and painting of stairways of A & B Units (per list) including entrance to unit area and tops of stairs			
2016-010	Replace yellowed bulbs			
2016-011	Paint club house door			
2016-012	Pressure wash the gazebos and apply protectant			
2016-013	Clean recessed areas of townhouse buildings			
2016-014	Repaint white all circular stone grass bumpers			
2016-015	Paint steel benches – black (use sprayer?)			
2016-016	Pressure Wash/Clean Paver wall by dumpster parking			
2016-017	Repaint Curb under hedge in front of dumpster (white)			
2016-018	Trim all reachable dying palm fronds			
2016-019	Replace speed limit sign front of Bldg. 25 & by the park			
2016-020	Apply weed killer to Miner Road North land			

2016-021	Add a stop sign coming out of Bldg 21 parking lot by pergola.			
2016-022	Clean gutters on mail kiosk	<b>5/27/16</b>	<b>COMPLETED</b>	Gutters need to be repainted. Will be done by Mid South Painting when they paint the buildings this summer
2016-023	Paint curb along retention pond at North end by pool and south end in front of bldg. 14.	<b>6/17/2016</b>	<b>COMPLETED</b>	
2016-024	Trim plants and trees back from buildings to be painted			
2016-025	Check hardware on swings for any loose bolts			
2016-026	Paint all lampposts and lamppost bases			
2016-027	Level pavers on sides of entry ways to C and D units			
2016-028	Verify that awning hardware is all secured properly			
2016-029	Repaint yellow speed bumps and manhole covers			
2016-030	Determine asphalt areas that require a new protective coating or do work ourselves			
2016-031	Paint fence (gold) at corner of Miner and US1			
2016-032	Update landscaping photo book with typed planted descriptions and new photos (OFFICE)			
2016-033	Install 2 courtyard lampposts (Bldg 30 and 27) Per diagram locations			
2016-034	Clean and paint sidewalks to office.			
2016-035	Paint slabs under pergolas			
2016-036	Paint slabs in gazebos with plain concrete floors			
2016-037	Paint Swing at Building 10	<b>6/1/16</b>	<b>COMPLETED</b>	
2016-038	Paint slab under swing at Building 10	<b>6/2/16</b>	<b>COMPLETED</b>	
2016-039	Paint swing by Patanque	<b>6/3/16</b>	<b>COMPLETED</b>	
2016-040	Paint slab under swing by Patanque	<b>6/6/16</b>	<b>COMPLETED</b>	
2016-041	Planting of flowers at south side of exit by Miner Rd	<b>5/27/16</b>	<b>COMPLETED</b>	
2016-042	Planting at various places around site per plan			

**CONTRACTORS WORK**  
**2016**

<b>PROJECT #</b>	<b>TASK</b>	<b><u>COMPLETION DATE</u></b>	<b><u>STATUS</u></b>	<b><u>CONTRACTOR/NOTES</u></b>
2016-C-001	Painting program – Buildings per schedule			6/1/16 Contract awarded to Mid South Painting. Contracts to be drawn up and start date determined. Approximate start end of June/beginning of July.
2016-C-002	Install decorative foam elements on buildings painted			
2016-C-003	Replace awnings on bldgs. painted			
2016-C-004	Large Tree pruning in preparation for Hurricane season	4/19/16	Completed	Awarded to Novo Arbor
2016-C-005	Mulch Installation			
2016-C-006	Installation of 58 louvers in specified locations		In progress	Awarded to Mario Denis – Started 5/9/2016
2016-C-007	Leveling of sidewalks and sidewalk ramps per plan			