

SUMMER MAINTENANCE PROJECTS REPORT
2018

PROJECT #	TASK	COMPLETION DATE	STATUS	Remarks
2018-001	Clean and store excess pool chairs			
2018-002	Rat bait boxes cleaned and reset			
2018-003	Clean and store excess blue and yellow recycling bins			
2018-004	Clean and seal pavers at East pool deck			
2018-005	Install mango net over motorcycle pad			
2018-006	Paint the club house pool deck (refresh entire clubhouse pool area)			
2018-007	Painting of Railing and balcony railings per program			Need to determine which one
2018-008	Cleaning and painting of stairways of A & B Units (per list) including entrance to unit area and tops of stairs			
2018-009	Paint club house door			Determine if required
2018-010	Pressure wash the gazebos and pergola and apply protectant			After hurricane season
2018-011	Clean recessed areas of townhouse buildings			
2018-012	Repaint white all circular stone grass bumpers			Some need to be replaced
2018-013	Paint steel benches – black			After hurricane season
2018-014	Pressure Wash/Clean Paver wall by dumpster parking			
2018-015	Pressure Wash/Clean Paver wall by drain #46-23			
2018-016	Repaint Curb under hedge in front of dumpster (white)			Need to determine
2018-017	Clean gutters on mail kiosk			*Outer gutters need to be painted
2018-018	Paint curb along retention pond at North end by pool and south end in front of bldg. 14			
2018-019	Check hardware on swings for any loose bolts			

2018-020	Paint lampposts and lamppost bases as needed			
2018-021	Level pavers on sides of entry ways to C and D units			
2018-022	Verify that awning hardware is all secured properly			
2018-023	Repaint yellow speed bumps and manhole covers			After hurricane season
2018-024	Paint fence (gold) at corner of Miner and US1 after installation of cones			Grind and seal before
2018-025	Update landscaping photo book with typed planted descriptions and new photos (OFFICE)			
2018-026	Paint slabs under pergolas			To be determined
2018-027	Paint slabs in gazebos with plain concrete floors			To be determined
2018-028	Paint Swings and wood benches			Some need to be repaired & treated lumber
2018-029	Paint slab under swings			
2018-030	Clean inside and surrounding shop			
2018-031	Clean eureka palms by retention pond/railroad tracks			Work done by landscaping crew
2018-032	Repair larger asphalt cracks			
2018-033	Fire Extinguisher Inspection to be done prior to annual Fire Extinguisher retagging. (Office)			
2018-034	Inspect pool chairs for repairs or ones to be replaced			Stored away for repairs in September
2018-035	Service main generator (oil and filter)			
2018-036	Pump out al A/C drain lines			
2018-037	Prepare plan for fall landscape improvement			
2018-038	Update hurricane preparedness plan for website posting			Spring
2018-039	Install a water sprinkler in ground line hose type between building 16 and 18			
2018-040	Publish list of sprinkler time schedule on web site			
2018-041	Appear to have excess sand at petanque, we can use for Oak on the south side			

CONTRACTORS WORK
2018

PROJECT #	TASK	<u>COMPLETION DATE</u>	<u>STATUS</u>	<u>CONTRACTOR/NOTES</u>
2018-C-001	Large Tree pruning in preparation for Hurricane season			Novo Arbour
2018-C-002	Mulch application			In October
2018-C-003	Leveling of sidewalks per plan			
2018-C-004	Procure use or new golf cart			
2018-C-005	Procure new work bench and storage cabinet for shop			
2018-C-006	Procure new lamp post			
2018-C-007	Clean up ficus along side of tracks even if we damage old fence, Areca palm need sun			Novo arbor
2018-C-008	Develop plan for entrance gate 2 way in , one for resident one for visitor			Samco
2018-C-009	Can we rebuild the original well on the east side and use as a backup source			
2018-C-010	Can we install a pressure meter at the end of each sprinkler line			