

Manager's Report

August-October 2008

In addition to the normal plant operational activities and routine grounds maintenance, the following actions occurred this period:

I. Building Repairs

A. Carpentry

- The following bad materials were replaced as noted this period:
 - Decking-condo 7 (12'), condo 13 lakeside (284'), condo 14 lakeside (106'), walkway south of condo's 14-15 (90'), condo 28 (52'), condo 31 (240'), condo 48 (46') and condo 54 (50').
 - Porch step (2 riser) - condo 14 (1 ea.).
 - Upper fascia trim-condo 54 (30').
 - Siding-condo 50 (5 sheets), condo 54 (5.5 sheets) and between condos 58 & 59 (2 sheets including blackboard).
 - Building trim-condo 35 (118'; varied dimensions) and condo 54 (80'; varied dimensions).
 - Deck joists-condo 28 (6 ea, @ 16'), condo 31 (4 ea. @ 10') and condo 54 (6 ea. @ 6').
 - Window trim-condo 25 (12') & condo 54 (14').
 - Balusters-condo 28 (56 each).
 - Hand railing-condo 28 (25') and condo 54 (2').
 - Deck support posts-condo 28 (10') and condo 54 (10').
 - Ledger band-condo 28 (28').
 - Deck support beam-condo 28 (14'-4 x 6) and condo 31 (30'- 6 x 6).
 - Condo 35 Deck and walkway replacement- Subcontracted the labor on the total deck replacement to Hoyt Construction during this period for \$6,433. Spinnaker Point personnel assisted in the old deck structure tear out, scaffolding removal, new wood painting and relocations to job site, handrail precutting, painting and installations, privacy fence installation and debris removal. The west side walkway was widened 2' and the north deck 2' for a total area of 656 sq. ft, all over a steep 60 degree slope. The total job cost was approx. \$11,500 or \$17.40 per square foot. Note- the homeowner will be billed for the enlarged deck areas (\$2,640).
 - Misc.-Replaced a bad board on the privacy fence located between condos 28 & 29, readjusted the latch mechanism on the gate at condo 30, leveled

up the upper deck of condo 28 and replaced the entry doorknob and deadbolt at condo 63 (H.O. expense).

B. Electrical

- Replaced a bad shop light fixture.
- Replaced bad photo eyes on the walkway of unit 72 and the light post south of condo 8.
- Replaced the tree light fixture south of condo 61 and the light fixture lens south of condo 67.
- Repaired the walkway light fixture between condo's 23 & 24.
- Replaced the light fixture j-box along the north dock stairway.
- Repaired an electrical wire break beneath the south dock decking.
- Repaired a short in the top light fixture south of condo 5.

C. Painting

- Completed the misc. painting and touchup around condo's 43-46 and started painting the "stand alone" areas around condo's 47-50 (upper south windows/non-sprayable areas).
- Completed pressure cleaning all paintable surfaces around and above condo's 47-50 (started last period) and all of condo's 51-54.
- Completed approx. 35% of the detailed surface preparation efforts around units 47-51 (light scraping, sanding, caulking, and wood filler application).
- Pressure cleaned and spray painted all under deck areas (joists), building siding, posts and trim at condo 35 before removing the scaffolding used for the new deck. Also painted the upper siding and trim on the south side of condo 54 before removing the scaffolding used to replace 5 sheets of upper area siding.
- Painted the new entry door at condo 49 and the interior surface of the new clubhouse laundry room door.
- Repaired a small ceiling sheetrock area in condo 61 which was damaged by a small roof leak (mud/tape/sanding/texturing) and small critter (?) hole in the upper bedroom ceiling at condo 6.
- Painted the French doors at condo 42 and kilzed/touched up leak stains around the chimney in condo 54.
- Rebuilt the airless paint sprayer pump.

D. Clubhouse/Pool.

- Prepared the clubhouse for our annual Homeowner Labor Day "informational budget" meeting and hosted the "end of the season" cocktail party.
- Replaced the spider gasket in the multi-switch pool filter valve.

- Winterized all sub-grade skimmer return lines, pool filter & heater before covering the pool for the season. Also removed and stored all signage and pool cleaning equipment.
- Reinstalled the exercise room window covering after it was repaired.

E. Plumbing.

- Repaired a small water line leak beneath condo 10.
- Completed many sprinkler system repairs throughout the complex including: valve solenoid replacements west of the clubhouse, between condos 50-51 and south of condo's 4-5 (2 each); valve replacements beneath condo 6 and on the lakeside of condo 11 and a "master" valve replacement beneath condo 8.

F. Roofs.

- Replaced and/or resecured loose or fallen mansard shingles throughout the complex as required.
- Repaired suspect flat roof leaks over condo's 18, 28, 70 and the manager's residence.

G. Cable Television System.

- Replaced a bad section of overhead supply line to one of the homes north of Spinnaker Point.
- Reworked the existing coax lines around condo 19 for improved signal reception.

II. Other Activities.

_____ Split and stacked the "ice storm" logs located east of the trash area and delivered a rick of firewood to condos 25 & 35 (H.O. Expense).

Chimney & Flue Cleaning-just a reminder to all of you "wood burners", please Contact Rob to schedule your chimney flue cleaning.

Firewood-contact Rob at 782-2169 if you would like to have a full or half rick of firewood delivered to your condo (while supplies last).

Excavated behind the lower level floor slabs of condos 13-14 to insure that any Infiltrating water would channel itself to the 2 sump pumps instead of flooding the lower level bedroom floor areas.

Installed a dehumidifier (with drain hose) at condo 61 (H.O. expense).

A. Docks.

- Cleaned all dock decking, lockers, hydro hoist pump boxes, posts and sway bracing before being forced to drain all potable water lines due to freezing temps.
- Repaired water line leaks beneath the NE docks and between condos 4-5 on the south docks.
- Temporarily secured the walkway to the NE docks with chain.
- Painted the hand railing in the fishing docks.

B. Landscaping.

- Shaped and trimmed all shrubs and hedges throughout the complex.
- Replaced a rotted rope post along the main road south of condos 19-20.
- Over seeded barren areas south of condo's 16-18, 25-27, 36-37, 61-67, between condos 46-47, west of the clubhouse and condos 69-72.
- Replaced 2 rotted R.R. ties north of the clubhouse, along the walkway west of condos 14-15 and installed a new top course of ties atop the existing tie wall south of condo's 34-35 for erosion control (6 ties).
- Temporarily braced up the leaning tie wall located north of condos 5-6 until we can rebuild the bad wall sections (this winter).
- Removed low view blocking limbs south of condo 8 (H.O. expense).
- Split and burned the remnants of the large tree trunk logs north of condo 26.
- Weedeated and kept trimmed all common area hillsides, shorelines, sewer plant areas and entry roads this period.
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C. Other.

- **Condos for Sale:**
 - ✓ Condo 9 - \$450,000 - waterfront
 - ✓ Condo 6 - \$220,500 - waterfront
 - ✓ Condo 37 - \$225,000 - waterfront

Contact Rob @ 918-782-9054 for more information or to schedule your viewing appointment.

D. Water and Wastewater Facilities

- Water Plant Electrical Supply Replacement-Completed the underground 3 phase electrical service replacement with the assistance of the following

companies: GEI (Gabel's Excavating Inc.) Utility Contractors- 80' of underground road boring and 4" conduit installation (\$4,600); Collins Electric Inc. - new conduit and wire installations (south of the entryway fence to the east side of the water plant) & 200 amp disconnect installation (\$5,912), Spinnaker Point personnel-trench digging/backfilling (\$160-backhoe rental) and Clifford Power Systems -generator rental (\$741) for a total job cost of \$11,413 or \$29.26/ L.F. based on 390 feet.

- Lift Station Replacement-Solicited and received a bid from Smith & Loveless Inc. personnel to remove and replace the aging lift station located west of condo 1 and installation of an 18" x 48" diameter concrete ring for \$56,500 (not including new 200 amp electrical service, wet well pump out or crane rental). Engineering drawings and specs have been reviewed and approved as well as a 50% deposit (material only) made to Smith & Loveless Inc for production scheduling. Tentative ship date as of 10-22-08 is 29 Dec. 2008 with installation scheduled for January 2009.
- LT2 Testing-The regional E.P.A. Office located in Dallas has instructed Spinnaker Point to submit bi-monthly raw water samples to an approved water laboratory for e-coli concentration testing beginning 15 Oct. 2008. This 26 week testing period will incur an additional \$500 to our budget (\$19 fee/sample) not including transportation expenses.
- Repaired a small water leak in the chlorinator line in the water plant.
- Repaired leaks in the 3 H.P. (backup) submersible raw water pump hose located between the NE docks and the north shoreline.
- Replaced the 5 H.P (primary) raw water hose with a new reinforced line.
- Sewer Plant Deactivation-the lagoon was pumped down into the aeration basin of the plant for additional "off-season" capacity along with pumping down of the aeration basin into the clarifier hoppers and filters for back up capacity this period. All pumps and blowers were turned off, heaters installed and the headwork's valve changed to divert all sewage into the lagoon for off season treatment. This annual ritual saves in electrical, personnel and testing costs for 6 months out of the year, not to mention wear & tear.
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E. Planned November Activities.

- Continue with the on-going building refurbishment and painting project around units 47-54 and prep units 1-4 for winter work.
- Obtain bids for the 200 amp electrical service required for the new lift station.
- Begin the fall leaf assault throughout the complex.
- Continue with carpentry repairs around condo's 47-54, 1-4, 5-6 and 12-13.
- Contract repairs to including new sea anchors for the north docks.

- Install stairway lighting on the common stairways located south of condos 23-24, 33-34 and 36 east.
- Refurbish the north dock stairway light post fixtures and posts.
- Rent a "man-lift" and remove as many dead, cracked or low limbs as we can reach.
- Drain all potable dock water lines.
- Repair interior ceiling sheetrock including stains from old water leaks.