

Manager's Report

January-February 2008

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

I. Building Repairs

A. Carpentry

- Replaced the following bad deck and building materials as noted this period:
 - Deck joists-condo 47 (replaced entire deck structure beneath the 20'x 8' deck area north of the unit), condo 48 entry porch (35' of 2 x 8 joists), 48 north deck (3 ea. 2 x 8 x 10' and 7 ea. 2 x 8 x 6'), and condo 52 (15 ea. 2 x 8 x 12').
 - Ledger band-condo 47 (20'), condo 48 (14') and condo 52 (30').
 - Outer deck band-condo 47 (20'), condo 49 (28') and condo 52 (28').
 - Decking-common stairway south of units 33-34 (16'), condo 47 (480'), condo 48 (north deck- 60' & entry deck-122'), condo 49 (28') and condo 52 (86').
 - Balusters-condo 27 (2 ea.), condo 44 (3 ea.), condo 45 (15 ea.), condo 47 (30 ea.), condo 48 (south deck-9 ea. & north deck-40 ea.), condo 49 (33 ea.) and condo 50 (7 ea.).
 - Deck posts-condo 8 (2 ea.; 8' & 10'), condo 48 (3 ea.; 4' & 2 ea. 8'), condo 49 (3 ea., 3'; 5' & 6') and condo 52 (2 ea. @ 4').
 - Building Siding-condo 47 (3 sheets), condo 49 (1/2), condo 52 (1) and condo 52 (1/2).
 - Hand railing-condo 47 (6'), condo 48 (entry porch-11'), condo 49 (28') and condo 50 (16').
 - Building trim-manager's unit-6', condo 47 (20' x 1 x 4) and condo 52 (32' x 1 x 4).
 - Porch beams-condo 48 (10' x 4 x 8) and condo 49 (5' x 4 x 10).
 - Porch rafters-condo 48 (3 ea. @ 4 x 6 x 12').
 - Support beams-clubhouse (beneath the exercise machine-10'), and condo 52 (installed new 28' 2 x 6 beam in the center of deck for improved stability).
 - Boxed porch support columns-condo 48 (2 ea.) and condo 49 (2 ea.), both 9' high w/trim).
 - Sofit-condo 52 (1/2 sheet) and condo 54 (1/2 sheet).

- Toe kick boards-common stairway south of condo 33-34 (5 ea. @ 1 x 6) and common stairway north of condo's 50-51 (4 ea. @ 1 x 6).
- Step replacements-condo 27 (lower north door/ 2 step riser) and common stairway north of condo's 46-47 (3 step riser). also leveled up entry porch steps @ condo's 1, 2 & 3.
- Privacy fences-rebuilt the fence located on the lower level deck between condo's 7 & 8 and replaced 40' on the fence between condo's 48-49.
- Misc.-pulled in and secured the deck at condo 8 to the building and installed 2 new sway braces, installed handrail trim at condo 50 (32' of 1 x 2), trimmed north entry door of condo 53 for improved operation, reframed the speed limit sign north of condo 54, jacked up, leveled and installed support posts beneath sagging floor truss beneath condo 49 (1 ea.) and main level support beam (1 ea.) and fabricated, primed and prepainted replacement corbels for the entryway fence (scheduled for March replacement).

B. Electrical

- Repaired an electrical supply wire break beneath the common stairway landing south of condo's 33-34.
- Repaired electrical short next to the stairway south of condo's 23 & 24.

C. Painting

- Prepainted all materials identified in Section IA. "Carpentry".
- Interior repairs-due to the cold winter conditions this period, the following sheetrock and painting repairs were completed as noted:
 - *Condo 1- setup scaffolding and repaired settling cracks on the living room walls and ceiling and painted the same.
 - *Condo 9- applied stain sealer over a small roof stain in the bedroom.
 - *Condo 11-repaired a small area on the sloped living room ceiling (sheetrock).
 - *Condo 17-painted the living room cathedral ceiling and an upstairs bedroom ceiling.
 - *Condo 40-repaired old settling cracks on the living room walls and ceiling and painted the ceiling in the living room due to a roof leak.
 - *Condo 42-repaired upper bedroom ceiling sheetrock and painted same.
 - *Clubhouse-repaired minor sheetrock cracks on the walls of the laundry and exercise area's; touched up the same afterwards.
 - *Condo 46-painted the living room ceiling due to roof leak stains, repaired all wall and ceiling sheetrock (including texturing) after the freeze damaged pipes were repaired; followed up with the necessary painting.

- *Condo 47-repaired a small area on the cathedral ceiling due to a roof leak including retexturing. Painting is scheduled for the month of March.
- Building Painting-completed painting the north side of condo's 45 & 46 including privacy fences (except the porch rafters on condo 46) and the south sides of units 43-45. Also began surface preparation efforts on the area's above the roof area's this period. The east & west ends of the building, top areas and north side handrails are scheduled to be painted in March.

D. Clubhouse/Pool

- Getting closer to opening the pool, won't be long!

E. Plumbing.

- Repaired kitchen sink drain line.
- Repaired freeze damaged water line pipes below condo's 70 & 71.
- Replaced the main waterline control valves in condo's 46 & 67 (H.O. expense).
- Removed & replace the exterior water faucet at condo 48 to facilitate deck repairs.
- Repaired a "main line" water pipe crack beneath condo 8.
- Replaced the toilet ballcock assembly, wax ring and repaired a bathroom sink water supply line in condo 71 (H.O. expense).
- Replaced multiple freeze damaged water lines in the ceiling and upper level walls of condo 46, also replaced a freeze damaged bathroom faucet assembly. The interior mansard area was inspected for air infiltration and was further insulated and sealed in an effort to prevent the pipes from being damaged in the future.

F. Roofs.

- Completed detailed roof inspections, repairs and P.M.'s to the roofs over condo's 16-35. All remaining roof areas will be inspected and repaired as required in the month of March.
- Struggled to locate and repair a recurring pinhole leak over the clubhouse parapet roof area this period. With Board approval, contracted Dawson Roofing Co. (from Locust Grove) to install a new 60 mill thick, polyester mat reinforced, "T.P.O." roof system over the existing roof and parapet walls. Spinnaker Point removed all of the loose gravel prior to the installation. Dawson Roofing also added enough perlite insulation board to the existing roof to create positive drainage prior to installation of the roof system. This revolutionary flat roof system is considered to be the replacement for the "hot tar & gravel" roof systems and is currently being used over all of the large

“box” stores such as Lowe’s, Home Depot’s and Wal-Mart’s. This \$6,000 expenditure is funded from 2007-’08 assessment money and will give us an opportunity to evaluate it for future flat roof replacements here at Spinnaker.

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G. Cable Television System.

- Nothing significant to report this period.

II. Other Activities.

A. Docks.

- Repaired hydro hoist airline leaks at slip 18 (H.O. Expense).
- Contracted Baker’s Dock Construction to repair the walkway/main dock swivel connection on the northwest docks (\$220).

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B. Landscaping.

- Replaced 2 rotted rope posts south of condo’s 50-51.
- Cut down and removed numerous ice damaged trees located around the wastewater plant, and a fallen redbud tree located north of condo 36.
- Removed a large post oak tree which was knocked down by the refuse company adjacent to the dumpster area.
- Replaced 4 R.R. Ties along the drive west of condo 31 and 3 bad ties in the tie wall located along the main road north of condo 54.
- Replaced a bad section of 2”rope along the seawall north of condo 27.
- Installed cabling between 2 large trees located south of condo 5-6 to prevent deck damages due to wind movement.

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C. Other.

- **Condos for Sale:**
 - ✓ Condo 7 - \$220,000 – waterfront
 - ✓ Condo 38 - \$265,000 - waterfront

Contact Rob @ 918-782-9054 for more information, to list your condo for sale or lease, or to schedule your viewing appointment.

- Condo Sale-Spinnaker Point Sales & Leasing sold condo 67 within a week of receiving the listing agreement; please welcome Randall Romans and Beth from Independence Ks.!
- Delivered one rick of firewood to condo's 11 & 69 (H.O. expense).
- Replaced the flag and rope at the "Point" flagpole.
- Frost Patrol-cold temperatures forced Spinnaker Point personnel to activate the frost patrol as noted this period: Jan.3-4 & 19-25.
- Removed and stored all of the holiday lighting, wreaths, garland and bows.

D. Water and Wastewater Facilities

- D.E.Q. Permit Approval- The Oklahoma Department of Environmental Quality renewed our 5 year O.P.D.E.S permit for our wastewater plant on Feb. 19, 2008. This will allow our wastewater facility to discharge treated effluent through Feb. 28, 2013. Site inspections, applications, official publications and public comment periods were all involved in this permitting process.
- Inspected and cleaned the chemical feed and clear well effluent pumps in the wastewater lab building.

E. Planned March Activities.

- Continue with the on-going carpentry repairs around condo's 51-54.
- Complete the surface preparation efforts and building painting around condo's 43-46 and begin the same around condo's 47-50.
- Contract out tree removal efforts at the north side of condo 26 and the entryway and select difficult to reach broken limbs throughout the complex.
- Complete flat and sloped roof inspections and P.M.'s (repairs).
- Begin detailed garden cleaning and spring grounds work (fertilizing, topsoil installation, grass seed sowing, etc.).
- Repair the leaning tie wall located north of condo 5 (remove and replace 3-4 sections of tie wall and replace 4 bad vertical replacement posts).
- Repair the structural deficiencies beneath condo 49.
- Install additional stairway lighting south of condo's 23-24, 33-34 and at condo 36.
- Begin sprinkler system activation efforts and repairs/adjustments.