

Manager's Report

July 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:
 - Deck joists-condo 19 (4 each 12' 2 x 8).
 - Balusters-condo 31 (15 each), condo 19 (18 each), common stairway north of condo 43 (2 each) and the walkway between condo's 15 & 16 (2 each).
 - Handrail-condo 31 (8'), condo 19 (47'), and the walkway between 15 & 16 (40').
 - Decking-condo 19 (124'), condo 15-16 walkway (36') and the walkway south of condo's 14-15 (48').
 - Outer deck band-condo 19 (
 - Porch step replacement-condo 19 (3 riser step).
 - Deck post replacements-condo 19 (2') and condo 64 (5').
 - Sofit & trim replacement-condo 24 (2' x 16').
 - Replaced missing storm door closure @ condo 63 (H.O. expense).
 - Replaced missing sheetrock in the bar ceiling area @ condo 10 (due to plumbing repair), including texturing and painting (H.O. expense).
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B. Electrical

- Repaired electrical supply problem with chandelier in condo 46 (H.O. expense).
- Replaced bad photo eye on the seawall rope posts south of condo 8.
- Replaced bad tree light fixture south of condo 67.
- Replaced the entry door exterior light fixture at condo 23 (bad socket).
- Replaced closet light fixture in condo 13 (H.O. expense).

C. Painting

- Pressure cleaned, sanded and painted the lift cart at the north dock parking lot, including applying redwood stain to the floor and back slats.

- Pressure cleaned and applied redwood toner to the upper decks of condo's 33 & 34 (H.O. expense).
- Removed door bell in the entry door of condo 63 and filled hole, sanded and painted same (exterior only)- H.O. expense.
- Continued touch up painting around condo's 43-46 including the porch rafters at condo 46 and the north side over spray.
- Began pressure cleaning all "paintable" surfaces on condo's 47-48.
- Caulked small entry door cracks at condo 24 and touched up same to match.

D. Clubhouse/Pool.

- Prepared the clubhouse for our annual homeowner meeting on the Fourth of July weekend.
- Mailed a defective set of exercise room shades to the manufacturer for "repairs" in Tucson, Az.

E. Plumbing.

- Repaired (repacked) exterior faucet at condo 24.
- Repaired a broken sprinkler line around the north dock parking lot and throughout the complex as required.

F. Roofs.

- Repaired a roof leak over condo 24 and one of the maintenance shops. Also replaced/resecured fallen mansard shingles (as req'd.) throughout the complex.
- Completed flat and sloped roof inspections and P.M.'s over condo's 36-72 and the manager's residence.

G. Cable Television System.

- Repaired the living room coaxial cable at condo 10 for improved signal reception and installed a new cable to an upstairs bedroom (H.O. expense).
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II. Other Activities.

A. Docks.

- Cleaned all dock decking, lockers and H.H. boxes including the roof underside of the "pwc" slips on the N.E. docks.
- Installed new dock name signs for: Humphreys, Mitchell (2 each), Paul, Mocha and Whitlock.
- Cut off a "drop skag" below the opening in slip no. 1 for necessary hydro hoist clearance.
- Installed temporary ropes between the 3 large dock structures on the north side to "stabilize" dock movement until Jerry's Dock Const. can install missing sea anchors and repair the broken N.C. dock stiff arm and the south side bulkhead structure on the N.E. docks.
- Cleaned all weeds and growth off of the north and south breakwaters and inspected the understructure connecting bolts (north side only), replacing any missing ones.
- Contracted 3-D Pest Control to fog the docks for spiders this period.
- Dock Slip Availability
 - *20' slips (south docks) - 1 each
 - *28'slip (south docks) - 1 each
 - *36' sailboat slip (N.E. docks)-1 each
 - *36'covered slip (N.C. docks) - 1 each

B. Landscaping.

- Completed ground cover installations at condos: 5-30, 35, 45-46 and 49.
- Replaced bad R.R. ties located: south of condo's 13-14 (2 each), between condo's 15-16 (3 each including a vertical support post) and the lakeside of condo 23.
- Purchased a replacement yard blower (\$550).
- Trimmed all shrubs and hedges this period.
- Removed dead tree's located south of condo 61 and at the S.W. corner of the tennis courts.
- Completed 40% removal of low, dead, sucker and unsymmetrical limbs on the trees located south of condo's 55-67 and view blocking limbs north of condo 48.
- Excavated along the west side of condo 23 to divert rain water runoff away from the building.
- Replaced 35' of bad 2"seawall rope north of the lower lift cart landing area.
- Pressure cleaned the surface of the tennis courts.
- Installed approx. 15'L.F. of metal edging to prevent silt/mud runoff onto the sidewalk.
- Installed the necessary pvc pipe and fittings to tie together all gutter downspouts on the lakesides of condo's 16-17.
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C. Other.

- **Condos for Sale:**
✓ Condo 37 - \$225,000 - waterfront

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

*LABOR DAY WEEKEND EVENTS:

- Informational budget meeting- to be held in the clubhouse on Sat. Aug. 30th at 10 AM.
- Cocktail Party-meet your neighbors at the clubhouse for appetizers, soft drinks, beer and cocktails between 5 & 7 PM on Sat. evening!

D. Water and Wastewater Facilities

- Renewed all water, wastewater and lab licenses with D.E.Q for 2008-2009.
- Repaired a disconnected section of the raw water line hose between the N.W. docks and the shoreline.

E. Planned August Activities.

- Prepare the preliminary budget and A.O.P. for Board review and approval.
- Continue with carpentry repairs at condo's 13-15, 31, 54 and 25-26.
- Continue with on-going grounds maintenance.
- Continue preparing the exterior surfaces around condo's 47-50 for painting.
- Obtain bids from contractors for the replacement of the broken 3 phase water plant electrical supply line.
- Continue painting around condo's 43-46 and begin units 47-50.
- Oversee barren areas throughout the complex.
- Assist in the completion of the deck replacement at condo 35.