

PROPERTY MANAGEMENT REPORT
FEBRUARY 28, 2013

CLUBHOUSE:

The gym and kiddie room should be completed by the end of February or the very beginning of March. The contractors have done an outstanding job. I stayed involved with The Trim Package's contractors and sub-contractors daily. The re-grading of the dirt around the Clubhouse and leveling the paver bricks were completed very professionally. The contractor pressure cleaned the paver bricks on the back outside patio behind the great room and placed a seal coating over them. The painting on the exterior Clubhouse was very neat and professional.

The kiddie room carpeting had to be disposed off due to the mold. New carpeting was purchased. I received several bids from flooring companies and tried to keep the carpet pricing at a fair price and good quality. The new carpeting should be installed in about 3 to 5 days.

Hafer & Company, our certified public accountant firm, will be in the Clubhouse office on Monday, February 25th, for the financial audit. Everything is prepared and ready for them to start.

Pool: I recently received the proposal back from National Pool, the pool contractor that was recommended to us for removing the stains in the two pools and spa. The total cost for the treatment would be about \$4,859. This would include the initial set up, labor, service supplies and chemicals. To be discussed at meeting.

The Spa Controller and feeder for the pool was ordered and installed by CES, the company who manufactures the controller. Fred Rios was there during the installation and the equipment is working extremely well. We also now have the manuals for this equipment.

Tennis and Basketball: We had one light out on the tennis court for several weeks up and now there are three out lights out. I was approached by a homeowner that plays tennis regularly and he asked that the Board consider after a single light goes out, if the repair could be completed within a three week time, instead of waiting for four lights to burn out. I told him I would pass it along to the Board and encouraged him to attend our Board meetings.

Playground: I have been calling the vendor, Jones Awning, weekly for updates. I still have no additional information on when they will be starting the work. Once I do know, I will notify Putting Greens, the artificial turf company, so they can put us on their calendar.

Staff Meeting: A staff meeting will be held on Monday, February 25th, 2013, to pass along and update everyone on new information and procedures.

Air Conditioning Unit: The A/C unit for the main part of the Clubhouse was setting off the fire alarm. We called in Air One Air Conditioning and they found that the circuit breaker was shutting off, as a 45 amp was initially installed instead of the required 60 amp. In addition, an

evaporator blower wheel (which moves the air into the ducts) needed to be replaced. The new circuit breaker and blower were installed this week.

Spring Fling: Once again spring is around the corner and the social committee members met with Dianne and me. Everything went so well last year that we will follow last year's successful plans.

Village President's Workshop: The meeting was held on Thursday, February 21, 2013. Eight Village Presidents and Dale Mason, Property Manager, attended. The meeting went extremely well and offered many ideas and communication between the Master and the Villages.

COMMON GROUND:

Landscaping Committee: There were twelve (12) landscaping companies bidding for the MGMA landscaping contract. The Committee members and I spent many hours reviewing the landscaping bids, interviewing, making decisions, and visiting properties. I want to extend my appreciation to all the committee members who helped me with this project: Donna Broder, Steve Feiertag, Joe Gall, Carolyn Hmara, and Maxine Yoss.

Irrigation: We had several breaks in the irrigation lines this past month. The median at the front entrance on Crestwood Blvd had a main line break, due to cracked pipes. Last week another cracked pipe broke on the north side of Wyndham Village. SBT also had to replace and repair the irrigation pipes on the north and east side of the Clubhouse due to the construction work. Also, this week there was another main line leak at the pump on Crestwood Blvd. across from the Wyndham Lake which was due to a three foot crack in the pipe.

Landscaping: The property is a little dry, but is normal for this time of year. The 111 Royal Palm trees on property will be getting an injection treatment for the Royal Palm Bug sometime this week. High Standards Landscaping will be fertilizing the larger plants and trees on the berm at Okeechobee Blvd. next week.

Lakes: Our contract with Palm Beach Aquatics will be ending at the end of the February and our new lake maintenance contractor, Superior Waterway Service, will be starting March 4, 2013. The lakes are starting to have new vegetation popping up in places and I am looking forward to working with Superior Waterway Service and having them get familiar with some of the ongoing problems.

Respectfully submitted,
Lynn Linfante