

**PROPERTY MANAGER REPORT**  
**SEPTEMBER 28, 2016**

**CLUBHOUSE:**

**POOL:** One light was out in the pool spa which was caused by a loose wire. We also had one security light out above the spa on the exterior of the pavilion. Our electrical contractor, Castillo Electric was called and both repaired this past Monday.

**FRONT DESK:** The two office computers and the front desk were unable to print to the front desk color printer. Gina Parsons, our computer technician was called in last week to fix this issue.

**STAFF:** We hired two new Operation Staff employees, Stephanie Guzman and Susan Fletcher. Both ladies are going through training and we welcome them to our Madison Green staff.

**GYM:** The Recumbent REX Elliptical Bike was delivered and installed yesterday by Pro Fitness. The older Recumbent Physio Step Bike was taken away by Pro-Fitness.

**FIRE ALARM PANEL:** On Thursday, September 15<sup>th</sup> the fire alarm panel alarm indicated trouble with the tamper switches. Armer Protection was called in and diagnosed the problem. Three tamper switches in the back flow device which is located in front of the Clubhouse are corroded and need to be replaced. Please see proposal for Board review.

**CLUBHOUSE PARKING LOT:** While our electrician was here on Monday he also replaced two other lights. One was a light bulb in the security light fixture on the south east side of the Clubhouse by the parking lot and a pole light on the south east side of the parking lot.

**COMMON GROUNDS:**

**LANDSCAPING:** I met with Mainguy Landscaping, Perkins Tree, Stimmler Trees and Duffy's Trees & Landscaping to get proposals for trimming the hardwoods and palm trees for the 2017 Budget.

Pedro, our grounds man with Mainguy Landscaping is trimming and cutting back many of the Fantail palms along Okeechobee Blvd which are all over grown. It looks much better and has made a major difference with the landscaping on Okeechobee Blvd.

**HOLIDAY LIGHTING:** I received four proposals for the holiday lighting at the two pavilions on the east and west side of Crestwood Blvd and the two east and west monuments on Okeechobee Blvd. Please see proposal for Board review.

**OKEECHOBEE BLVD SHRUB REPLACEMENT:** I met with Rob Sneed, Supervisor, with Mainguy Landscaping and went over the proposals for both the north side of the east berm for Wyndham Village and the south sides of the east and west berms on Okeechobee Blvd.

LAKES:

Lake #5 in Fairfax Village had several floating weeds and algae on the lake surface. Aquatic Systems was called and cleaned the lake the next day.

*Lynn Linfante, LCAM*