

PROPERTY MANAGER REPORT
BOARD OF DIRECTOR'S MEETING
JANUARY 29, 2014

CLUBHOUSE:

Pool: The spa heater stopped working. I called in Gulfstream the contractor who installed the heaters and apparently the expansion valve capillary tube broke off which connects to the Freon. We have had some cold nights and the heaters were definitely up to capacity.

Gym: Pro-Fitness was able to find a pin for the weight machine because of it being an older machine they had difficulty finding the right size. The running belt for the #3 treadmill had started to tear and was replaced with new. Also the technician told me the bearings are shot in the motor on treadmill #3 and you can hear the noise from the bearings while in operation. The technician thinks we might be able to get 6 more months out of the treadmill.

The fire panel alarm went off once again. Armer Fire Protection was called and the problem was caused by the PIV (Post Indicator Valve) switch which is outside near the backflow equipment at the front of the clubhouse. The valve was sending mix signals to the module on the panel board which we recently replaced two months ago. I called a licensed fire sprinkler company to do the replacement valve work which was completed in two days.

Metro Fire did their quarterly inspection on January 14th. They were here to check all the valves and sprinklers through the clubhouse.

We recently had problems with our credit card machine reader in our office. We had to replace a cord and then the machine just stopped working all together and had to be replaced.

Staff: We recently hired two new op staff employees in January. We welcome Susie Diehl and Kelly Tyrrel. In December we hired Fred Moorehead who replaced Fred Rios, our Facility Specialist. Fred is doing a great job and we are all very happy to have him.

Flagpole: The flag, pole and light fixture were installed and completed last month. We purchased a light shield because of the reflection light being so bright. Our next little project will be to install small bushes and/or flowers for appearance.

Cameras: I recently had the sales person from Devcon come give us a quote on new cameras. The camera on the basketball court, the parking lot camera and the pool are all in bad shape. They are either dark cloudy, snowy and very difficult to see. Devcon, by the way was recently purchased by ADT and they have assured us that everything will stay the same as the Devcon contract. Because we have a contract with ADT we are required to purchase the cameras from ADT. ADT has quoted us \$525.00 for each camera which includes installation and service. ADT purchases their cameras from a company called Matrix that has a good reputation with security cameras. The cameras carry a 1 year manufacturer warranty and if anything goes wrong the service contract covers any labor associated with the replacement. I have looked at similar security cameras for less money but the installation and service is not included in the price.

Pavers on Entrance Road: I met with several contractors and they were all in agreement that the pavers must be taken up and reinstalled to prevent the gaps, and to get a tighter fit and add new pavers. The road starts at 16 feet across from the beginning of the road and ends about 11 feet across at the end of the road. Three quarters of the road should be lifted up with the bricks to do the project correctly. The road would have to be closed for 3 to 4 days. I hope to have more information by the next meeting.

Lakes - Bubblers: Over the holidays we had a few problems with the bubbler shutting off and again in January. Apparently, rain water was leaking into the cords causing the GFI to shut it off. If it continues to shut off, Superior Waterway will be install a new GFI.

Landscaping: High Standards lawn service trimmed the bushes near the Saybrook Village median and intersection. I inspected the trimming and Eddy assured me that he can't trim any lower without destroying the bushes. The sod was also installed on the median near the Saybrook Village and the Split Philodendrons' were taken out.

Lynn Linfante, LCAM