

# July Property Manager Report

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## Works in progress

1. Work orders for the month of June totaled 99, most work orders for the month of June were irrigation or landscape related. I completed with Michael Moore, our first Caliber training meeting. Here is what I am working on as a result of homeowner input:
  - i. Eliminating all registration or sign in glitches.
  - ii. Change or add some categories in the request fields.
  - iii. Standardize responses, closings, and status communication.
2. Contractor has been contacted to make repair on NW corner of the fence on the tennis courts, have a pole that needs repair. It has separated from the holders.
3. Repairs and corrections for water drainage for the tennis courts, walking path, and pond next to the parking lot will now begin when ground work is completed in the current section (Villa Area) Work is scheduled to be completed by Pulte Vendor Velinti-Held.
4. The street light pole at Del Webb Parkway at the entrance to the Chateau is complete.
5. Mulching of homes and the common areas are complete.
6. Many of the dead trees along the brim along Atlantic Road and Del Webb Parkway have been replaced, Trees continue to be replaced along brim and common are .
7. Joel Wilcox (our College Student) is currently working on maintenance items at the Chateau as well as completing 40-50 irrigation repairs per week.
  - i. Painting base boards
  - ii. Replace all the lights in both chandeliers
  - iii. Fix ceiling tile in Fitness room
8. The two fountains out on the back pond behind Haywood Street, has been identified and are back in service.
9. We have hired a new cleaning company to improve the finished product as well as consistency, although we have had small improvements we continue to strive for greater results on a consistent basis.
10. The water spigot and drinking area is not the finished product, we have additional work to do that will finish landscaping and add a drinking fountain.
11. Investigation of water pressure for the water falls is still ongoing, Brad and Joel spent 3 days repairing on the water falls concentrating on the following:
  - i. Filling cracks
  - ii. Readjusting the flow direction of the water
  - iii. Ensuring all the water is going over the falls
12. Change out of Chateau lighting to LED is being completed as operating funding allows, you should see work being done in the next couple weeks.

13. Continue to work with Lee to develop a solution to the location of the snow removal equipment for the winter season to keep the parking lot unobstructed for the busy Holiday Season. Pulte has contacted Hittle and advised they need to find an alternate Location.
14. New Bank and Homeowner follow up continues. I have communicated updates and placed information on the Portal.
15. I will be getting a bid proposal to install solar film on the swimming pool area windows.
16. We have begun doing people counts in the pool area to monitor participation; this is done every thirty minutes from open to close for the next 30 days.
17. Here are the topics I will be communicating to the community over the next few weeks,
  - i. Altering any Common Area woods or preserve area
  - ii. Liability of trees and responsibilities.
  - iii. Rules of the roads (bikes)
18. We will be having a structural engineer evaluate the Chateau; this will include structure, electrical, mechanical including the pool and pool area. This should start next week.
19. Ponds will be mapped for depth and compared to original specifications to evaluate how much silt is flowing into the ponds, during construction etc.
20. Creating a list of line items from the governing documents to recommend to the AC for permanent change. These would include items that are outdated, not applicable, not monitor able or is not Homeowner friendly.

### **Follow ups**

If you have suggestions for other topics to communicate to the homeowners, please let me know.

Best Regards,

John Doehrman