

November Property Manager Report

Works in progress

1. Work orders for the month of October totaled 24, here is the breakdown of the requests: Irrigation 8; Grounds/Landscaping 12; General Repair/Chateau 2; Pulte Customer Care 2.
2. We are currently doing people counts in the pool area to monitor participation; this is done every thirty minutes from open to close as well as doing total Chateau counts at 6:30, 7:30, and 8:30 pm. daily. We have compiled the number of people using the fitness center at open on Saturday and Sunday morning. This data will be used when considering any Chateau hours changes.
3. A hired Structural Engineer has completed the evaluation of the Chateau, including the tennis courts. His written evaluation will be complete in two weeks. The findings will be presented for our review and follow up.
4. 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 These would include items that are outdated, not applicable, not monitorable or is not Homeowner friendly. I have started this ongoing list and communicate to Jim Miles during our Thursday meetings.
5. Irrigation is now being shut down and being winterized for the remainder of the season. Hittle is in the process of blowing any remaining water in the irrigation lines to protect them from winter freezing.
6. We have completed the parking lot crack sealing as well as restriping the lot and the entrance/exit pedestrian crosswalks.
7. We now have had bids submitted for adding solar tinting to the pool room and billiards room, I will update you as we get approvals and vendors are chosen.
8. We have bids for replacing the chemical burned and sun faded curtains in the indoor pool area. We are also looking at the option for full window coverings as an alternative to tint.
9. Bids are now being submitted for painting the indoor pool area; this process will be scheduled during the lower usage time after the Holidays.
10. Our contracted mowing ended last week, we added an additional and final mow that is being completed this week.
11. Fall clean-up started last week with grasses being cut. The remaining clean-up will begin next week with cleaning up of the mulch beds. We will keep you updated on this.

12. Now that we are in November we need to start talking about snow removal guidelines and equipment placement. Hittles has agreed to bring in snow equipment no sooner than 24 hours before a predicted snow event and will have it removed within 24 hours after a snow event from the Chateau parking lot.
13. All fountains have been pulled for the season and receiving winter maintenance including lighting, wiring etc. We are looking at LED lights as an option to conserve energy.

Thanks,

John Doehrman