

JP Community Updates and Management Report

9-16-2024

Administrative and other Management activities.

- ✓ Mgr. working with BOD on Agenda items and with Legal on various items.
- ✓ Mgr. would like to remind everyone that the final audit is available. If you would like a copy, please email me and we can mail or send via email.
- ✓ Processing for sales and rentals is ongoing with Admin.
- ✓ Check batches are generated for APs, then reviewed with the President & Treasurer.
- ✓ Worked on draft of Financials, early this month again.
- ✓ Reserve Study will begin in January 2025
- ✓ Email correspondence with the Board of Directors, Legal, and the Members of the Association continue.
- ✓ Drafted roof letters and they were mailed out to the remaining buildings.
- ✓ Mgr. working with CRA for webpage link.

Some, not all of the daily/weekly events, listed below:

Created new ARC form in April of 2024. Has been utilized since but since the adoption of the new committee we are looking on feedback from Brenda's template.

Repainting of Benches scheduled to be finished next week

The Vendor to fix the light pole that was knocked down has been on vacation and it will be totally fixed as soon as he is home.

Amendments are signed by President & Secretary and witnessed by Brenda & Don. Waiting to send to Evan with Legal to be filed.

Karen Cook reported a quadrant of lights that went out on 8-29-2024. Work order generated. Browner Electric will get on schedule as soon as possible. On 9-6-2024 a reminder was sent and asked them to come out on Saturday if they had to. The HOA is dark and it's a hazard. They came on 9-7-24. More work was done on the 9-9-2024 and 9-11-2024, including dock lights.

Additional lights internally throughout the community were noted on Karens walk through's. Don our Janitor has been replacing as they are reported.

FPL work order was put in for main pole light on Center Street. **Ticket#: 44202**

Canal trimming and Landscape weed whacking seems to be challenging but working with Jose from the Board and owner Mike with Horizon landscape.

Docks had multiple repairs in August and Sept. Hose bibs, hose reels, ladders, etc. Follow up from last month Insurance cost about \$4600 a year according to our Agent Don Brady.

Mailbox was knocked run over, base and bolts broken away from aluminum stand. Reel Clean cannot repair and could not get a new base. Reached out to Earthwork Pro Richard, and the repair was completed the following week. Emergency.

Bubblers were cleaned, new fountain screen cleaned again. Ongoing lake issues. But until work can commence with shore up and lake walls, then dredging, all fountains will continue to pick up debris.

Building 7 had a month and half long fiasco, Jupiter Plumbing did emergency, then came back and completed the job. I am now trying to get vendor to close the hole. Reel clean cannot do it. Reached out to asphalt company, refused to do job. Too small. So, I reached out to Earthwork Pro, but he is on summer vacation and will do when he returns on 9-26-24.

Building 57 repaired their mansard. Looks good.

Building 19/20 Landscapers ran over dog station. Don and I did a temp fix. Reel cleaned did permanent fix last week.

The trip hazards by boat dock and building 42 (deep holes) I have been speaking of, were filled in. Florida Irrigation gave us some dirt, Reel cleaned filled in.

Irrigation repairs are ongoing, work orders are sent thru Management, thru emails and via text sometimes. We need a GL in the budget specifically for this.

Golf cart had new batteries installed, but it was still giving Don issues. Bad storm must have water down lines. All good now. But we need a GL in budget for this.

Many items are purchased with CC, and most get coded to Office/Admin. We need a GL for this so nothing is co-mingled.

Sewer and Plumbing need a GL for budget. With all the repairs we need accuracy in reports.

Dock needs a budget. I am working on this. Will include insurance, electric, cameras, access control and maintenance both ongoing and preventative.

Dock Lease is being worked on in preparation for new year. I sent Bill from the Board a few examples. However Bill is working on updating our Sales and Lease applications so I am picking up the admin duties for this, then will get forwarded to Evan for approval and then the Board for implementation.

Pool had some issues, but all is looking good now. Recent work order regarding lights not working was emailed to vendor. He came out last week. The timer was changed. Someone had it set to go on from 10 pm until 5 am. We reset it from 7pm until 6am.

RV/Boat Storage area is / was a complete mess. Two cleanups have been performed. Spray for weeds etc. a little trimming by Horizon but not good enough to hang new wind/privacy screens. Earthwork will put in a proposal when he comes back.

Camera system / modem at RV/Boat storage went out. Nearly a month of battling with techs over phones, emails and researching internal files, made this quite challenging. Steve and I had to reach out to our contacts and sent an urgent email. Met tech on Wednesday and new upgraded modem was installed.

Work order put in with CCTV to program so Cams can be visible. Junior with CCTV stated they are recording though. He is trying to get here today. 9-16-24.

Two dock cams were reported out. CCTV will investigate this too. A serge of electric keeps popping GFI. A slip or a short is pulling too much amperage. According to Docs, only 15 is allowed. We are trying to go play by play to repair.

Docks had the spring closer tighten 3 weeks ago, but it was reported by Gina that it still isn't shutting properly. Another work order generated.

More units have signed up for roof replacement. Andrea from the Board will report in.

Only Trees completed the soft wood and hard wood trimming. Proposal sent in for some of the perimeter line. \$875.

Horizon sent in a proposal as requested for areca's at last months meeting. This was approved. \$145.

Work order sent to Horizon for dead cocoplums on grounds to be replaced. This was completed.

Building 54 unit A has had some water retention in parking space. Proposal sought from Reel clean, they declined. Proposal sought from Florida irrigation, way too expensive in my opinion, \$2400. Requested Earthwork to submit for a comparison bid when he returns so the Board can review both.

Two applications were received for fences and they both were forwarded to ARC for review.

Application for EV is still pending until ARC can complete guidelines for this. Arthur has diligently been reaching out to other Committee members trying to get meetings to happen.

BMA – Cur Dog Constrution proposal was reviewed by Evan with Legal. A draft contract has been sent. Also an email to BMA with Evan's recommendation was sent Friday. Waiting on their response.

Keys found in dock gate belong to Joy Oneal 46b.

Thank you

Brenda K. Balliache, LCAM, CPO, MCP, A+

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