

Matanzas Shores Owners' Association Maintenance Report

January 22, 2021

General Update:

Many people don't realize how much time goes into getting amenities ready for owner use every day. Depending on the season and occupancy in the overall community, routine inspection, cleaning and minor repairs can take most of the morning.

The holidays are always a busy time of the year for maintenance activities. Replacing, putting up, adjusting electrical connections, validating timers, etc. on holiday decorations is a time-consuming task. Taking down and storing decorations after the holidays are over is also time-consuming and limits available time for other things.

In spite of the extra holiday work, we completed a lot of maintenance items. Note: Work scheduled and completed by all 3rd party vendors is handled by and then inspected by the maintenance team.

Maintenance Items Completed

- As reported in the November Maintenance report, we are trying to be sensitive to signage across the community, but have the need to continue to place signs to provide warnings for your safety and compliance with the approved Rules and Regulations of the community.
- A lot of work has been done on our entrance gates over the last two months and more work needed. The exit gate on San Carlos Drive was replaced a few weeks ago.
- Lights on the gazebo over the library were repaired.
- The library was painted, vinyl floor board replaced, additional shelving added and chairs were replaced with new stain-guard treated chairs.
- The sidewalk in front of Surf Club 1 was repaired to remove the tripping hazard and the slope down toward the lake.
- Plumbing repairs to the water fountain at the tennis courts was completed.
- Work on shoring up the railing at the back of the pool has started. The underlying Chattahoochee has hollow pockets that are deteriorating at a more rapid pace over time. Something more extensive will need to be done to repair the decking foundation in the next 3 years.
- Work has started on sanding and painting the black railings around the beach club pool deck.
- Surge protectors have been installed around the property.
- The lights in the alcoves on the beach club pool deck area have been inspected for near future replacement with permanent LED lighting.
- The emergency phone box at the rec center was replaced.
- Bike path debris was blown off.
- The artificial plant in front of beach club entrance was replaced with a living lemon tree.
- City inspection of the backflow preventer and hydrants was completed for this year. Hydrants aren't due for painting until April 2024.
- Two of the lantern lights at the boat club were vandalized and have been repaired.
- Investigation into a product to patch the tennis and pickleball court cracks identified a potential that will be attempted with the right weather conditions; however, this product is not expected to be more than a short-term fix that will be repeated if possible until the courts are replaced.
- The sports equipment shed was cleaned out and reorganized.
- Shuffleboard courts were sprayed for ants.
- Tennis and pickleball screens have all been rehung.

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- The annual fire alarm inspection was completed. Follow-up work will be scheduled, estimates are minor in nature.
- The termite bond inspection/treatment is scheduled for January 27th.
- The survey on the property boundaries between SC 1 and MSOA will be redone so the survey pins can be put in. Liberty Fencing reviewed the scope of work to provide an estimate for a fence similar to what is at the rec center. Plans will be requested from Landscapers and reviewed with Surf Club 1 prior to any excavation of the hedges or decisions on what work will be done.
- Clubhouse lights on photo-cell were repaired.
- Scotts tree service was called and looked at a tree near the kayak area that needs to be removed. It will be removed on Jan 18th. Cost of this necessary work is \$1,850, it was already given approval to avert a safety problem. (GL 6560)
- New lights were installed at the Surfview entrance and San Juan Drive entrance— more will be installed at other entrances as well.
- The GFI for the pool chemical timers at the rec center was replaced.
- FPL was notified about street light outages on San Juan Drive.
- Estimate 2282 for repair of the boat club road was submitted for review. Board consideration is needed on this. MSOA Board liaison recommends additional discussion with maintenance committee before making a decision.
- A loop at the exit gate at the Surfview Drive exit was replaced.
- A well company was brought in to provide an estimate of the cost to abandon the old well in front of Surf Club 1. (Estimate not received as of this writing).

Next priorities:

- Paint, replace tile and baseboards in the rec center restrooms.
- Secure the beach club fence on the ocean side- in process.
- Level the area by the storage shed at the rec center and put in a walkway
- Repair/replace boards on the two walkovers
- Continue work on the black beach club pool fence.
- Repair tennis court cracks.
- Plan work for refurbishment of the San Juan Guard House.

Recommended Approvals Needed:

Additional gate repairs are needed to replace rusting posts at the San Juan entrance. Proposal 3136-B includes the work to dig out, jackhammer, remove concrete footers, remove existing posts and pour concrete to set new aluminum posts in place and rehang the gates. Cost of this work is \$6,890 and it is recommended that the Board **approve** it. (Account 6320)

The fire alarm panel in the boat club house needs to be replaced. The old panel will not reset. This was noted during the inspection. The system had to be power recycled. Invoice WO-2376 has been provided for this work, which includes replacing the panel with built-in dialer, photo detector and heat detector and all labor costs. Proposal cost is \$1,306.44. It is recommended that the board **approve** it. (split between 7510, building maintenance and 7840 reserves building, A/C etc.)

Submitted by: Karen Hegarty January 18, 2022