

LAKE FOREST PROPERT MGMT REPORT 12/11/2019

The construction project is coming to an end. Ron and Luke Drake have the master keys and master codes and list of home owners. I have tried to check in with Ron Drake to see if they need anything daily.

Hot tub area has been doing well no major issues to report. The hot tubs have been getting a fair amount of use. This week we have drained tubs 2x. This month 5x. Most of the hot tub building has been painted hopefully we will get some good weather to finish...

Changed 12 light bulbs. Mostly over garage door bulbs.

A full trash sweep of the lake forest property.

Cleaned all entrances and trash room. Put out ice melt buckets out in front of blds A,B,C,and D

Trash pick up was missed over Thanksgiving. Trash pick up has been doing better.

We have had issues with ice build up in front of A,B,C,and D bld entrances. Numerous home owners have expressed concern with Ice build up. I met with Emore in regard to ice removal and requested they keep chopping ice in areas where it is building up.

Fire alarm system has had numerous issues this month, numerous repairs have been made. system has worked better since repairs. We also have lost 2 phone lines that are used for monitoring of fire system Allied security has recommended a wireless system for monitoring fire system

During construction the E and F bld fire sprinkler rooms have been used for storing paint and caulk now that construction is about done I plan to move all the paint and caulk into non fire sprinkler storage areas. The fire dept does not want items stored in fire sprinkler rooms.

I spoke with Kathy and ED about some common area punch list items.

1. Stone cut out below fire sprinkler overflow line
2. Reinstalling water meter reading devices in all blds
3. Questions about gutters and heat tape

ED has been very cooperative and most of these items have been addressed.

In the spring we will plan on trash sweeping all areas especially back lawn for nails, screws construction debri etc...

Thanks for your business!

Keith Mcbrearty  
Site Mngr