

## Monthly Manager's Report



5705 Key West Place, Bradenton, FL 34203  
Phone: (941) 727-5500

### Operations/Maintenance Updates: June 2023

- Replaced bulbs in fitness room lights.
- Coordinated with vendor on power wash quote for community sidewalks and curbs. Awaiting quote.
- Replaced broken emergency light in meeting room.
- Replaced bulb in Natalie Way Street lamps.
- Replace bulb in Whitehead/Mallory Square Street lamp.
- Troubleshoot issue with exit street lamp photocell. Adjusted photocell and will monitor.
- Installed new crosswalk sign on northbound Natalie Way.
- Worked with HOA on irrigation zone stuck running near Mallory Square Park.
- Custom Dock and Davit replaced two gear boxes on Lift 3A.
- Thoroughly cleaned grill and ordered replacement parts.
- Pools by Lowell super shocked pool for black dot algae. Notified HOA and COA and coordinated closure (signs, website, etc.)
- Patched cracked concrete on pool deck can breezeway. Pending painting.
- Replaced broken pool edge tiles near entry steps.
- Bloomings repaired broken irrigation pipe behind condo garages on Duval Street.
- Signs by Mike updated Conservation, Island, Entry, SR70 Monument signs.
- Operations Manager attended Rizzetta Staff meeting.
- Worked with HOA Hospitality committee on scheduling community events (yoga, kid's game night, water aerobics).



Rizzetta & Company

**Visitors through Gates:** 2,599      **Un-named entries:** 560 (21.5%)  
**Irrigation Water Pumped:** 2,829,327 gallons pumped      **Recorded Rainfall:** 4.36 Inches  
**Marina Waitlist Residents:** 2      **Oldest Waitlist:** March 2023  
**Marina Leases** – New: 0      **Renewals:** 2      **Amendments:** 0      Vacant Lifts: 3  
**Bank Deposits/Amount:** \$ 0      **Credit Cards:** \$ 0.00  
**New Resident MyEnvera Accounts Set up:** 2  
**Community Events:** 15      **Private Events:** 5      **Association Meetings:** 3  
**Pending Private Events:** 1 - August 12  
**Intruder Alarms at Clubhouse/Pool:** 1 (pool camera, residents in process of leaving)  
**Trespass Letters/Notices Issued:** 0

**Pending Items:**

Pool ladder steps replacement (pending with vendor)  
Gazebo wood repairs, pending vendor quote  
Install water shut off valves at each boat slip (5 to complete)  
Repair to walk through gate lock  
New Conservation Zone signs, in progress  
Hole in bank behind Key Largo repair, pending with Engineer  
Roots behind Key Largo, landscaper to take a look on options  
Remove old fire hose box at marina, no longer required per MCFD  
Pool resurface quotes  
John's Island bridge fence damage, pending solution.



Rizzetta & Company