

## Monthly Manager's Report



Harbourage at Braden River CDD  
5705 Key West Place, Bradenton, FL 34203  
Phone: (941) 727-5500

### Operations/Maintenance Updates: March 2023

- Repaired lens to street lamp on Duval and Mallory Square.
- Worked with clubhouse/gatehouse painting vendor on project. Painting completed on 4/11/23.
- Investigated issue with low flow on pool pumps and discovered hose left on by tech and shorted out one pool pump motor. Second motor later shorted out. Vendor replaced both motors at no charge due to their error.
- Repair to broken plumbing line at marina for slip 5B. Added shut off valve.
- Investigated now power to lift 5B, breaker tripped also lift remote needed reprogrammed.
- USA Fence provided quote for replacement of pool gate to 8' high. Approved. Awaiting scheduling.
- Working with Envera on replacement of pool gate latch to magnetic lock if allowed when new gate installed.
- Monitoring entry/exit gate closure issues. Only one report when resident gate arm disconnected from controller. Vendor was on-site quickly and reinstalled loose bolts and check all others.
- Reported to Duncan Seawall issue with oil leaking from gear box on lift 3A. Pending site visit and repair if needed. Boat moved to another vacant lift while awaiting repair.
- Multiple repairs to landscape lights along marina trails.
- Investigated damaged cable on boat lift. Awaiting vendor to inspect and provide recommendation.



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- Worked with Wayfair on purchase of 24 new clubhouse chairs. Was able to negotiate an over \$1,200 savings from original quotes prices and final price below amount budgeted. Chairs to arrive week of April 1.
- Investigate another broken glass incident at pool. Closed on section of pool deck while awaiting cleaning.
- Pools by Lowell replaced spa jet timer that was not working correctly. Working with Lowells on adding a timer to the spa propane heater as to not heat during closed hours.
- Department of Health performed pool inspection. Reported we had no installed "Maximum Depth" signs. Signs are on order.
- Pools by Lowell working to replace pool drain grates that are crack. Quote approved.
- Piper Fire Protection recertified all fire extinguishers.
- Rizzetta management performed quality audit and received a 93% score. Four deficient items addressed (fire extinguisher certification, new chairs, debris on pool deck, broken cable on leg machine in fitness room (pending replacement).
- Envera performed repair on malfunction motion sensor in meeting room.
- Operations manager attend Community Association Day
- Investigated tree root issue on CDD property behind Key West Condos. Clean Cut Tree service to inspect and make recommendation.

**Visitors through Gates:** 2,852      **Un-named entries:** 546 – 19%  
**Irrigation Water Pumped:** 3,567,658 gallons pumped      **Recorded Rainfall:** 0.0 Inches  
**Marina Waitlist Residents:** 1   **Oldest Waitlist:** March 2023  
**Marina Leases – New:** 0   **Renewals:** 4   **Amendments:** 0  
**Bank Deposits/Amount:** \$100      **Credit Cards:** \$ 0  
**New Resident MyEnvera Accounts Set up:** 4  
**Community Events:** 4   **Private Events:** 4   **Association Meetings:** 3  
**Pending Private Events:** 2  
**Intruder Alarms at Clubhouse/Pool:** 1 (motion sensor issue)  
**Trespass Letters/Notices Issued:** 0

**Pending Items:**

Gazebo wood repairs, pending vendor quote  
 Install water shut off valves at each boat slip (5 to complete)  
 Repaint white wood sign posts.  
 Update signage at marina and clubhouse  
 Spa heater timer, pending quote



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Repair to walk through gate lock  
Install Cross-walk sign on Natalie Way  
Install new No Swimming and No Trespassing signs at marina/pier



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