

MANAGER'S REPORT

February 22, 2016

- A. **HARBOUR ISLE EAST WINS THE FIRST SERVICE RESIDENTIAL AWARD FOR FINANCIAL INNOVATION:** On March 2, 2016, First Service Residential Treasure Coast Office held their 1st Annual Awards Ceremony. Individuals and Associations were recognized for their excellent accomplishments. Harbour Isle East won the 2015 Financial Innovation Award. We are extremely proud of this award and recognition and have to thank particularly Walter Dinneen and Alan Goodhard for all of their hard work, efforts and diligence in maintaining our financial health.
- B. **COMPLETED ROOF REPAIRS:** As previously reported we have had Crowther Roofing on the property to complete several roof leaks found during our recent roof inspections. They have completed the current work. We will continue to assess the roofs during rain events and continue with our preventative maintenance program in this area.
- C. **BUILDING CATWALK AND STAIRWELL PAINTING:** Our maintenance staff started the painting of all the building catwalks and stairwells on February 1, 2016. We have received many compliments pertaining to the look and cleanliness. They have completed over half of the buildings so far and we hope to be completed by the end of March.
- D. **LANDSCAPE PLANTINGS AND IMPROVEMENTS:** We continue with the landscape improvements on the entire property. We are in the process of having new sod replacements in areas of need. We also recently had the tall grassy areas next to the sidewalk pathway trimmed and cleared out.
- E. **BUILDING #9 MINI HORN REPLACEMENTS:** During one of our past fire alarm and sprinkler inspections, it was noted that there was an issue with the mini alarm horns at building #9. We were getting a reading of alarm disconnect. Our alarm and monitoring company TLC is scheduled to replace all of these horns at building number #9 on Tuesday, March 22, 2016.
- F. **EXTRA TABLES AND CHAIR PURCHASES:** Our social events continue to get more and more interest bringing more and more people to the events. The last event was so successful we had to bring in additional tables and chairs to accommodate the people we had. On the request of Social Committee Director Debbie Goodhard we have ordered additional tables and chairs.
- G. **BARCODE AND SWIPECARD READER REPAIRS AND UPDATES:** We have experienced several issues with the swipecard reader for the clubhouse doors and the vehicle barcode entry system. We have had difficulty getting our vendor Xtreme Gate to come to the property and make the repairs. We contacted another vendor Bartlette Brothers, who has conducted work for other FSR properties. They came to the property the very same day and made the necessary repairs to get us operational. We will continue to watch these systems closely. They are now at the 10 year mark and will need upgrades in the future.
- H. **INSURANCE WORKSHOP:** HIE hosted an insurance workshop on March 10, 2016 with Tequesta Insurance Agency. The premise for this meeting was to review and discuss the upcoming insurance policy renewals and what the best options are for the community are. We will be discussing the renewal policies and approving them at tonight's meeting.
- I. **ADDITIONAL OUTLET INSTALLATIONS AT THE CLUBHOUSE AND POOL AREA:** In a continual effort to upgrade and maintain the property we have recently installed additional outlets at the clubhouse and pool area.
- J. **IRRIGATION VALVE BOX REPAIRS:** on a recent board and management inspection headed by Walt Dinnenn it was noted that our irrigation valve boxes needed to be repaired and upgraded with waterproofed boxes and new electrical connects. This work on the entire property has been completed.
- K. **ELEVATOR MATT REPLACEMENTS:** Replacement elevator matts have been ordered and installed at all of buildings.