



## **2011 CLUBHOUSE AND COMMUNITY PROJECTS COMPLETED**

- Implementation of the Envera Security Program (registering residents, issuing key fobs and bar code stickers).
- Implementation of the Envera Camera System.
- Assisted with information for the reserve study.
- Upgraded door systems in ballroom and card room.
- Flowerbed renovation at the clubhouse.
- Replace and repair irrigation timer posts.
- Replace Ballroom Draperies.
- Power washing signs at front entrance.
- Replanting on pond at Sanguinelli Rd.
- Ballroom Painting.
- Grab bars Ballroom Doors.
- 13<sup>th</sup> hole cart bridge repairs. Ongoing
- Grill / Extended roof line.
- Purchased Chairs and tables for Cabana area.
- Trovita Street repair.
- Tennis Court windscreen replacement
- Cabana Muriel painting.
- Laptop Computer installed at guard shack.
- Refinish Ballroom Stage.
- Installed new flooring in fitness room.
- Replaced Speed limit signs.
- Dog Park Parking lot / added gravel for additional parking
- AC air handler replacement in ballroom.
- Repotted donated palm trees on pool deck

## **2011 CLUBHOUSE MAINTENANCE AND IMPROVEMENTS**

- Install new countertops at Cabana.
- Pool panic button installed.
- Fitness room panic button installed.
- Replacement of Lanai door.
- Pool Deck Fencing.
- Paint Card Room.
- Power wash sidewalks.
- New settee for lobby.



- Paint Ballroom
- Install grab bars for ballroom doors.
- Complete Fire Marshall inspection of clubhouse
- Library window framing.
- Install new television in Fitness room
- Move fitness room television to lanai
- New lighting control for ballroom
- Pool gate repairs.
- Inspection Clubhouse electrical outlets for proper grounding.
- Hydrangea planting for Social Club.
- Additional flowers and plants at Clubhouse entrance
- Additional Signage for Clubhouse and Pool area.
- Replace Pool Gate Hinges
- Install new trash cans at Pool
- Repair window trim in Clubhouse Lobby
- Repair Ladies bath toilet
- Repair Library Computers and replace printer
- Powerwash and treat sidewalks
- Clean and treat windows
- Repair Gate lock at pool.
- Repair Large Lanai Screen door.
- Carpets cleaned.
- New speaker system installed for Ballroom
- New tables for lanai.
- New chairs for pool deck.
- Deep cleaning of Ballroom tables and chairs.
- Install Palm tree Bocce Courts
- Paint tables on Lanai.
- Install new clocks at pool, Lanai and Ballroom
- Repair landscape light at front of clubhouse
- Cabana opened for refreshments / pool season
- Drapery for Library
- Clubhouse Signage.
- Replace motion light sensors in clubhouse.
- New Menu Display cases for Grill installed.
- Cabana Muriel painting.
- Install Chair rail in Craftroom
- Repair umbrellas at pool



- Install lock on janitorial room.
- Repair fitness room wall.
- Oil chair arms on Lanai.
- Repair Screen Lanai.
- New thresholds Lanai.
- Have plumber snake condensation lines. Found collapsed drain.
- Replace circuit breakers in panel box that had failed for AC units (2).
- Replace AC disconnects that had failed (3).
- Ballroom table repair.
- Laptop computer installed at front guardhouse.
- Men's pool bathroom wall repaired.
- Staff CPR, Defibrillator, First Aid training.
- New push panels installed on clubhouse doors.
- Carpet Cleaning in clubhouse.
- Leveling of pavers on pool deck and paver repair.
- Pool deck gate repair.
- Repair ballroom door.
- Clubhouse painting.
- Fitness Room Mirrors installed.
- Library computer repaired.
- Ballroom painting.
- New chair glides for ballroom.
- New lounge chairs (6) for pool side
- Repair irrigation heads at clubhouse.
- Repair up lighting at clubhouse.
- Replace lighting ballast in restroom.
- Rope off grass areas of clubhouse..
- Repair clubhouse gutter.
- Bocce Ball Sign Repair.
- Install thermostat cover ballroom.
- Reinstall toilet paper holders lady's bathroom
- Install Vesh signage.
- Improve drainage back of clubhouse with new landscaping.
- Install new french drains back of lanai.
- Repair small lanai door.
- Repair umbrella base.
- Trim hedges for Pro Shop observation of first tee.
- Clubhouse and Ballroom painting.



- Refinish Ballroom Stage
- Powerwash sidewalks
- Spray for weeds at pool area.
- Install corner guards.
- Fire Inspection for Karaoke setup.
- Door repair.
- Pool Fence and gate repair.
- Fire alarm battery backup replacement.
- Repair lanai light fixtures.
- Replaced Fitness Center flooring
- Painted Fitness Center walls
- Refinished Ballroom stairs and stage
- Power washed Sidewalks around perimeter of building
- Power washed guard house and surrounding area
- Power washed front entrance brick monuments
- Repaired several areas on #13 cart bridge
- Met with contractor on tree removal project
- Replaced damaged gate
- Replaced/repared irrigation post
- Plumber repaired toilet in ladies restroom
- Plumber unstopped drains in Grill and pool men's restroom
- Annual Fire and Sprinkler System inspection

## **2011 FIELD MAINTENANCE AND OPERATIONS**

- New front gate lighting.
- New back gate signage.
- New Grill signage.
- Replace Fencing at golf cart storage area.
- Prepare pick up truck for sale
- Wiring repairs at guard shack.
- Power wash Tennis Courts
- Install Pickle Ball Courts
- Clean Trellis Butterfly Park
- Install new signs at Butterfly, Dog, Fishing Hole and Conservation Park
- Install Windscreens on Tennis courts.
- Clean Pumphouse gutters.
- New grass seed planted in Dog Park.



- Repair fencing on Cleopatra.
- Install fencing back gate.
- Install bollards Dog Park.
- Remove tree Cleopatra
- Remove tree Tangor
- Stop Sign Repair.
- Replace main circuit board in back gate exit lane.
- Replace sign at front gatehouse.
- Fence repair on Tangor.
- Install life rings at Fishing Hole and Conservation Walk.
- Repair Tennis court windscreen.
- Clean trellis Butterfly Park.
- Repair doors at Guard Shack.
- Evaluate and repair golf course bridges.
- Repair Tennis court nets.
- Light repair front gate area.
- Tree trimming at 3<sup>rd</sup> Hole fence line.
- Clubhouse painting.
- Ballroom painting.
- New chair glides ballroom.
- Rope off grass areas of clubhouse
- Purchased silk Orange trees for lobby.
- Donation of books to Pasco County Library..
- Replace kitchen faucet.
- New ballroom banquet tables.
- Sewer drains cleanout.
- Install drainage pipe at tennis courts.
- Repair front entrance signage.
- Fill tire ruts and sod.
- Paint Gate Barrier Arms.
- Clean trash from pond on Trovita.
- Replace Cart Crossing Signs.
- Repair Street signs
- Bocce Court cleaning and painting. Install storage container at Bocce courts.
- Spray weeds along street edges.
- Back and front gate repairs.
- Repair stop sign at clubhouse.
- Powerwash tables at Bocce courts.



- Major irrigation repair at Diamonte / Diamonte.
- Power washed pool deck
- Expanded Dog Park parking lot
- Repaired several areas on #13 cart bridge
- Citrus trees removed by contractor.
- Power washed sidewalks

### **RESIDENT PROGRAMING**

- Added Pickleball courts and Club
- Realtor Seminar
- Cabana Grand Opening / Summer Nights Event
- Two Blood Drives
- CVS Flu Shot Clinic
- Walgreens Flu Shot Clinic
- Grill and Pro Shop event planning.
- Education of residents regarding Envera transition
- Security fobs issued to residents.
- Walked home to home to help residents with Envera.
- Recreation Agreement Approved
- Fitness class, club conversion.
- Zumba class planning.
- Flag donations for funeral home.
- Golf and Social Club Meetings
- Bocce Ball Tree purchase
- Alligator removed from Ponkan Rd.
- Met with Tennis Club member.
- Met with Water Zumba instructor.
- Shrub trimming on Shaddock.
- Started new water zumba class.
- Help organize new square dancing class.
- Bench Donation installation.

### **2011 CLUBHOUSE STAFF CHANGES**

- September, William "Mitch" Mitchell retired.
- Vince Lefurge replaced Mitch and his duties



- November, Tyree Brown transitioned to a Project Coordinator for Rizzetta Amenity Services. David Milliman, RASI Transition Manager took over Clubhouse management.
- December, Dawn Renner became the new Clubhouse Manager.

#### **PROJECTS IN PLANNING FOR 2012**

- ADA Compliance / Pool Lifts
- Seal bricks on front entrance monuments
- Seal bricks at clubhouse entrance and sidewalks
- Pool floor and surface repair.
- Clubhouse Lobby Update
- Office Renovations
- Working with HOA on RV storage area turnover to CDD
- Clean up maintenance building area
- Replace deteriorated decking on #13 cart bridge

\*Please note, this only represents a “recap” or highlight of the year and the accomplishments within the clubhouse and field operations, maintenance improvements and resident programming for 2011.