

Tracker captures the tasks that are generated from Board Meetings or Workshops by the Board for Management, Committees, or Board Members.

Task Assigned	Assigned Date	Responsible Person	Targeted Completion Date	Date of Completion	Details and Notes associated with Task
Clubhouse back door to pool area	2/13/23	CDD	NA		John Curitis working on getting this resolved, as this was an installation miss. 8/4/23 - John has been reaching out to the original installers and new vendors to get quotes to fix the issue. Teo will be helping him with following up with the vendors he talks to. 08/11/23 - No update 08/14/23 - No update
Street sign at Stokes & June	2/13/23	CDD	End of Aug - September		Per CDD meeting, will be fixed while we are fixing different items in the community like sidewalks, and lifting of asphalt. 08/11/23 - received schedule from CDD for asphalt lift. Shared with community. 08/18/23 - Concrete Repairs began in the community. They are finishing up today in Loblolly, and in the North side.
Wood Fence on Spanish Harbor needs repairs and painting	1/30/23	Teo Ruiz	9/11/2023		Received a quote to fix the issues. CDD asked if we can get a contract with a fence company for future repairs/maintenance 07.12.23 - Spoke to Element Services, and Stone Gate Customs to provide bid for a contract for preventive maintenance. 08/4/23 - The fence was repaired by Element Solutions. They will be providing a bid for a service agreement and a bid for painting the fence. 08/11/23 - No bids presented as of today. 08/14/23 - John Curtis is helping with this, he shared at the CDD meeting that he may receive two companies that will provide a bid.
Palm Trees dead on Spanish Harbor and Community	1/15/23	Teo Ruiz	9/11/2023		Working with Juniper to remove the dead palm tree, and getting new palm trees planted. 07/12/23 - Juniper started removing dead trees on 7/7/23. 08/4/23 Juniper started removing trees, but the holes didn't get filled properly. They need to make sure the holes are safe. 08/11/23 - 16 trees removed as of today. 8/14/23 - We need to get a proposal from Juniper to replace trees that were removed. We are looking for things that are cost-effective, but resilient to the weather in the area.
Dog poop stations for bags around community	1/15/23	CDD	NA	NA	Part of the Budget item wish list.
Children at Play Signs	3/21/23	CDD	NA		CDD looking into having city signs installed in the community

Bocce Ball box repairs	5/18/23	Teo Ruiz	6/30/2023		Need to order new box. 08.11.23 - Broken box removed, and looking for smillar box to order.
Gate Entrance Repair (Motors)	2/15/23	Teo Ruiz	7/31/2023		Looking for Different Vendors who specialize on gate motors 07/5/23 Resident help diagnose the issue at the gate and was able to get gate to function. One motor might need replacement. 08/4/23 - After insnpection, power board not functioning properly. A service call placed with Gaurdian. They will be out the week of 8/7. Waiting on exact date to meet with company. 08/11/23- Gate parts approved, waiting on delivery to schedule maintenance. 08/18/23 - No updates
Common Area Landscaping	8/1/23	Teo Ruiz	8/25/2023		08/4/23 - reports of different areas in the community that need attention: Retion Ponds, landscaping beds, storm drains, garbage in plant beds, and dead trees. Scheudled a meeting with Juniper on Monday 8/7 to go over the items. 8/11/23 - Met with Juniper (Mike and Keith), went over all concerns expressed by the North HOA board. Set up a game plan to make sure we do not miss landsaping turnover. Will meet weekly on Tuesdays to inspect different areas of the community 8/14/23 -Had the first meeting with Juniper. Joe and I walk a small portion of the community (Clubhouse Area, Walk Area, a few Homes On Sunshine and Penrose) and email was sent to beaumontnorthhoa@gmail.com email as part of the update. Juniper has a list of items they need to provide a game plan.
Find exact Reason why pool went down	8/14/23	Teo Ruiz	9/11/2023		08.14.23 - Residents want more specific reasons on why the pool went out of order. They want to know if it was because of bad install, bad maintenance, etc.
Mulch for Community	8/14/23	Teo Ruiz	9/11/2023		08/14/23 - Get Mulch schedule for the community.
Notification for Vacant CDD Board Position	8/14/23	Teo Ruiz	8/18/2023		08.14.23 - Need to get with Chuck to get the information needed to be on the Board of the CDD. 08/18/23 - Received the information on 08/17/23 and will be emailed to both communities, North and Townhomes.
Pool Cleaning issues	1/15/23	Teo Ruiz	8/31/2023		Pool company has been talked to, will be looking into possibly replacing 07/5/23 - Sprakling Pools resigned from their contract. We are not looking for a new pool company. 7/12/23 ProCare Pool Cleaners agreed to clean our pools for the month while we search for a different company. 08/4/24 - Pool pump went down, waiting on parts to be delivered to get it repaired. Waiting on ETA of delivery. 08/11/23 - Pool Repairs complete. pool is open.
Pole light #236076 out of order	1/15/23	SECO	NA		Work order placed with SECO, waiting on them to repair.
Light pole base broken	5/1/23	SECO	NA		Work order placed with SECO, waiting on them to repair.
Pressure washing of Building	5/10/23	Teo Ruiz	6/30/2023		Bid approved, project scheduled for 06/23/23
No Soliciting Signs	1/15/23	Teo Ruiz	6/15/2023	6/20/23	Signs ordered and will be installed by 6/23/23

Latch on walkers gate needs to be put on inside of the gate	1/15/23	Teo Ruiz	6/30/2023	6/30/23	Working with resident to get this fixed.
Repair Lights and Fans in pool area	2/15/23	Teo Ruiz		6/6/23	
Repair Toilet paper holder in women's bathroom	2/15/23	Teo Ruiz		6/6/23	Repaired on 6/6/23
Fence needs to be repaired by Pool gate next to Mailbox	1/30/23	Teo Ruiz		4/28/23	StoneGate Customs repaired.
Carpet at Clubhouse need to be cleaned	2/13/23	Teo Ruiz		6/10/23	Carpet cleaned on 6/10/23