

- Completed the 72-hour pump test for well 5. The data loggers and samples were sent off, the results of the test should be back to us by the middle of August.
- We had a water line break the evening of 07/02/2020 on Stony Ct. Our Maintenance crew was called back in to work and able to repair the line.
- We scheduled our machine rental for the road clearing/ tree trimming project. The equipment will be delivered on August 3<sup>rd</sup>. Our staff are required to be certified for aerial equipment to operate the machinery. The training for that certification is scheduled for August 4<sup>th</sup>.
- Our pool Manager is moving and no longer employed with us. We posted a thank you to her for her time here with us in Clearwood on our website. We have a maintenance employee that is a Certified pool operator taking care of the pool maintenance.
- We have our pool operating manual updated with the current requirements.
- Vine lane park project was started and completed.
- Water billing and renter fees were billed and sent out July 1<sup>st</sup>.
- We received our water rights after years of working with the State to get them!
- The engineer for the docks and bridges project came out on 07/24/2020. We toured all the bridges in the community and 3 docks. We should receive the report back in the next few weeks.
- We have been evaluating all CCA owned equipment and amenities and found that there's been years of neglect of routine maintenance. And some equipment has been deemed to unsafe to use. We are putting together a plan to resolve immediate issues and solutions for moving forward.
- We reached out to the company Rep. for our road striping machine for staff training. That training was supposed to take place 07/22/2020, however when the Rep. arrived, we discovered that the machine is broken due to lack of care and is going to cost us roughly \$2,500 to repair. The machine has been taken in for repair. We also discovered that the way that the machine has been set up and used by CCA for years was not the correct way. Having the machine set up properly will produce straighter lines and be more time efficient.
- Capital project for the Pontoon boat has been completed. We purchased a pontoon boat and trailer for our Maintenance department. They are now able to go out and work on the lakes washing and repairing the docks, fixing the swimming area ropes and buoys etc.
- We had a guest of one of our residents Trespassed from Clearwood after he posted a video of himself on Facebook tearing up the parking lot and retaining wall at Madrona beach.
- We had one break in at the pool in the month of July. We were able identify the teens and appropriate action was taken.
- We had a break in at the Maintenance yard on 07/28/2020, they cut the fuel lines and ruined the gas tank on the boat. We have filed a police report and have photos of the individuals.
- We submitted a capital request for a new Kubota as the old Kubota is failing and is used daily. This request was approved. And the Kubota has been ordered.
- We submitted a capital request for a Water truck as the water truck we have has reached the end of its useful life. This request was approved. And the truck was purchased.
- The Maintenance manager and I toured another HOA similar to CCA to observe and discuss their vegetation and roads management project.
- The engineers for the WH, Water and roads, and the tennis courts projects visited CCA for a bid walk on 07/28/2020.

- We are continuing to do daily Covid-19 screening for employees.
- The average water PH for the month of July was 7.4 slightly below average.
- All water testing came back clean for the month of July.
- Collections through the month of July was 86%.
- June/July Vandalism Report

June 8<sup>th</sup> ,10<sup>th</sup> & 11<sup>th</sup> – Graffiti carved in Madrona cabana table, sanded, and repainted. June 8<sup>th</sup> Front gate broke, replace hardware and reset. June 9<sup>th</sup> back gate broke, replace hardware and reset. June 10<sup>th</sup> replace and painted broken bench board at Reichel. June 23<sup>rd</sup> Madrona boat tie off taken apart, replaced missing hardware. June 17<sup>th</sup> Longmire women's restroom toilet area covered in feces, cleaned, and disinfected. Gates have been repaired several other times during June due to people driving thru.

July 2<sup>nd</sup> Madrona table carved on, sanded and repainted. July 8<sup>th</sup> Reichel men's restroom tagged with yellow paint, cleaned, and repainted. July 9<sup>th</sup> the windy dog station and bench tagged with yellow paint, cleaned, and repainted. July 10<sup>th</sup> picnic table tagged with paint, sanded, and repainted. Windy bench & dog station tagged, sanded, and repainted. July 15<sup>th</sup> Sunset tables and bathroom tagged, sanded, and repainted. July 15<sup>th</sup> Back gate sign tagged, cleaned off. July 21<sup>st</sup> Madrona aquatic sign broken, remounted sign. Garbage can holder tagged, cleaned off. July 21 Reichel beach breaker box broken, drilled and remounted. July 28<sup>th</sup> windy picnic tables tagged, cleaned. Gates have been repaired several times during the month.