



## BUILDING

- RESERVE BUDGET REVIEW
  - BUILDING ELEMENT
  - TIME PHASE
- OPERATING MANUALS PROCEDURES
  - WATER SYSTEM
    - POTABLE INTERIOR
    - EXTERIOR NON POTABLE PUG WELL
  - ELEVATOR
  - GENERATOR ETC
- DISTRIBUTION BOX SEPTIC BOX COVER REPLACEMENT
  - (OPTIONAL)
- EMERGENCY CONTACT LIST UPDATE
- WATER SYSTEM TEAM
  - DELIVERY • METER READING
  - BILLING
- PROJECTS
  - SOUTH SIDE GUTTER INSTALL
  - ~~POT~~ TANK ROOM INTERCEPTOR
  - TANK ROOM INSULATION INSPECTION
  - TANK ROOM ACCESS POOR DRAINAGE
  - SOUTH WEST SIDE CONC. WALK REPLACE
  - MAIN POWER SUPPLY REPAIR
    - 1-2 DAY SHUT DOWN
    - COST EST. COSCO BAY POWER (SEPT)
  - SHINGLE REPLACEMENT
    - SOUTH SIDE PORCH ROOF
    - TERRIS ROOF
  - DIRECT TV, ANTENNA SUPPORT REPLACEMENT REMOVAL
- ELEVATOR INSPECTION MONTHLY
  - " " ANNUAL INSPECTION AND TESTING
- (JUNE) SECURE STATE PERMIT
  - INSPECTOR / SMOKE TEST
  - PERMIT APPLICATION
- FIRE DEPT LOCK BOX

1. SITED TRASH DOOR PAINTING  
(MINOR REPAIR)

• INDIVIDUAL EXTERIOR PORCH  
INSPECTION CAP RAILS ETC.

• REFRONT WEST SIDE - PAVER  
REPLACEMENT

• FLAG POLE?

• STATUS OF EXISTING WELLS  
FILTERS WATER SOFTENERS  
STUDY LONG RANGE OPTIONS  
SHOULD IT BE REMOVED  
• BACK UP PLANS FOR CURRENT  
WATER DELIVERY PROCESS  
CHECK WITH COOKS/DOLPHIN

• ELEVATOR EQUIP ROOM/FIREMAN  
KEYS (LOCK BOX)

\* SWIM LADDER INSTALL

• FIRE DEPT COORDINATION  
FIRE DRILLS

~~FAMILIARIZATION~~

INSPECTORS

UNIT REQUIREMENTS

FIRE EXTINGUISHERS

PAINT STORAGE

VOLUNTEERS