



## Lakewood National Golf Club - Weekly Update

Friday, December 3<sup>rd</sup>, 2021

Please see below the brief community updates, current completed projects and pending maintenance items for this week. This article is updated every Friday with new information on the happenings from the current week.

### Administration

1. Completed credit card reconciliation statements and submitted to accounting.
2. Set up and attended the orientation for the new turnover committees.
3. Designed and ordered Holiday 5k run route and water cooler signs.
4. New copier was delivered to the Golf Pro Shop.
5. Sent renewal applications for 2022 Annual Passes.
6. Updated credit card information and collected payments for October EZPay.
7. Scanned new owner packets and E Voting consent forms then attached to corresponding EZSuite accounts.
8. Received 18 new/updated closing notices this week.
9. Assisted residents with new ARC requests.
10. Processed 10 new homeowners' paperwork.
11. Processed 10 transfer applications.
12. Issued 67 transponders.
13. Issued 75 membership cards.

### Landscape

1. Received quotes from ArtisTree to install new plants at the front entrance median and the Golf Pro Shop medians. Pending approval.
2. Requested a quote to replace 39 dead and missing Walters Viburnums around the tennis courts.
3. The installation of the recently approved 3 Live Oaks has been scheduled for January 13, 2022.

### Fitness

1. Fitnessmith technician was unable to make repair to the Stairmaster but will return on another trip that will be free of charge.
2. Fitness center mirrors were thoroughly cleaned along with the Aerobic Rooms' mirrors.

### Racquet Sports

1. Nate and Warren finalized survey and are sending to membership.
2. Tennis memberships were approved by the board with only renewal members allowed. Renewal prices are \$1,300.00 for individuals and \$1,700.00 for families.
3. Membership was emailed regarding the Men's night and Mixed night.
4. A defibrillator was installed just outside of the Tennis Pro Shop.
5. The thermostat was replaced at Court 1's water cooler.
6. The project to resurface the clay courts is still underway.

### Food & Beverage

1. Weekly chef calls have continued with our corporate chef, Alan, on Wednesdays at 10:00 am.
2. News Year's Eve menu has been sent to Kristen for flyer.
3. Catered golf event, Sunday Showdown, with buffet on the driving range on December 5th.



4. Flyers were sent out and posted for the December 16<sup>th</sup> Holiday Member Social.

#### Maintenance

1. Installed new strip lights under bar at the Tiki.
2. Installed bottom and top rows of lights to community sign on SR 70.
3. Stocked satellite pools and administration center with paper products and cleaning supplies.
4. Met with beekeeper in regards to removing the hives located around the amenity center.
5. Purchased lights for the golf cart barn.

#### Violations

1. Three new violations were issued, and one previous violation was closed.

Respectfully,

**Denise Jodoin, LCAM**

*Licensed Community Association Manager*

Lakewood National Golf Club

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