



Administration

1. Updated community website.
2. Compiled, edited, and eBlasted weekly community newsletter.
3. Fielded numerous phone calls and emails from new, current, and upcoming residents.
4. Assisted residents with their ARC requests.
5. Submitted 7 ARC requests. Will be submitted during the 2.9.22 Arc Review Committee Meeting.
6. Continued to update credit cards and collect December EZPay payments that were declined.
7. Processed 4 new owner packets.
8. 6 new closing notice.
9. Received 3 new/updated Estoppel.
10. Processed 10 transfer/tenant applications.
11. Issued 76 transponders.
12. Issued 100 membership cards.

Landscape

1. Four Sylvester Palms and two Cabbage Palms are scheduled to be installed on February 14th.

Fitness

1. Gathering details and determining pricing to launch/announce a new program package next week for Functional Movement Screening (FMS).
2. Waiting on parts to get the Nautilus leg press fixed, as well as an intermittently malfunctioning elliptical. Possibly considering a new additional elliptical in the gym, based on demand.
3. Some classes are getting too crowded – putting in smaller class limits to account for last minute drop ins.

Racquet Sports

1. Players are reporting this is the best venue in Florida and the courts are in pristine condition, staff efforts have been strong.
2. Pickleball valentine's event will be ran by Gary on February 12th.
3. The staff has shifted many clinics and private lessons to nonprime times to alleviate court time pressure in the morning as well.
4. Tennis/Pickleball ladders have been well attended and received.
5. Tennis membership paperwork and admin related documents are now all ran by the admin office, so that there is a central location for all files.
6. We have added an extra beginner pickleball class to keep up with the high demand.

Food & Beverage

1. New lighting under the bar is almost complete.
2. Tiki Bar was pressure washed and cleaned for the month.
3. All orders have been put in for paper goods in preparation for the LECOM Suncoast Classic.

Maintenance

1. Reset the timer lights, which are now scheduled for 6 PM until 7 AM.
2. Bought and installed lights for cart storage building.
3. Door for the ice machine had broken early in the week. Made temporary fix with dry wall anchors and nuts.
4. Moved supplies from the electrical room to golf, satellite pools, and cleaner's closet.



5. Ran into problems with getting the fountains fixed. Had to contact multiple people, confirmed that the landscaping company nicked it when trimming the area.
6. Cleaned cobwebs from all the satellite pools, administration building, and guard shack.

Violations

1. No violations were issued during this week.

We appreciate your continued support, and if you have any questions, concerns, or suggestions, please feel free to reach out to us at any time.

Respectfully,

Noah Riffle

Club Operations Manager

Lakewood National Golf Club

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