

## **Routine Seasonal Maintenance Activities**

### Maintenance Team

Eugene (Gene) Benes - 27 years

Norm Carlsen - 2 years

Shop (612) - 697 2636

### Spring/Summer

Electric Heater Filter Cleaning

Chimney Cleaning

Grounds Clean-up including Decks

Turn off Townhouse Heaters

Reopen Recreation Facilities

Tennis Courts

Basketball Courts

Put out Dock

Open/Repair Pools

New Pool week before Memorial Day

Old Pool week before 4th of July

Plant Flower Boxes

Fertilize and Weed Kill Lawns

Schedule Gravel Road Maintenance

Lawn Care

Daily Pool Chemical Check

Weekly Villa Maintenance

Shrub Pruning

Rotting Wood Maintenance (siding/decks/steps)

Owner Requests

### Fall/Winter

Dock Removal

Pools Shutdown

Flower Box and Grounds Cleanup

Plowing/Shoveling

Daily Heater Checks

Daily Water and Sewer Pipes Checks

Machinery/ Vehicle Maintenance

Screen Repairs

Sign Painting

Owner Requests

Plowing