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**KEY LARGO OCEAN RESORT**  
**MANAGEMENT QUARTERLY REPORT**  
**FEBRUARY 15 – APRIL 15, 2018**

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**FINANCIAL REPORT:**

- See attached report.

**ADMINISTRATIVE MANAGEMENT REPORT:**

1- **ARB**

Ten (10) applications plans were submitted by owners in this quarter; There are thirty-two (32) plans approved by the ARB and ready to be submitted to the County Building department for approval; There are forty-nine (49) units under construction and eighteen (18) units completed and with Certificate of Occupancy.

2- **Office**

Martine LLC replaced the existing 15 amps breaker for a 20 Amps Breaker to support the load of the current system.

3- **Entrance**

Redland has completed the paving of the community entrance. The community entrance will re-open soon. Catch basins (drainage system) were adjusted (elevated or lowered) and the lime rock around those basins were graded. The entry road and sidewalk elevations were raised to accommodate the current Guard House elevations; The entrance was also widen providing a more functional entry for boats on trailers.

4- **Paver**

Pavers were installed at the entrance providing a more welcoming look to the community.

5- **Access Control System**

The access control system for the guardhouse is completed and functional.

6- **Swales**

This work is being scheduled. once this work is completed it will be inspected by "FKEC" in order for them to issue the meters.



**7- Construction Guard House**

Lelismar Enterprises Inc. Inspected, detected and corrected the electrical problem in the construction guard house.

**8- Marina Slip**

The marina slip and pier projects are 80 % completed.

Marina post hurricane clean-up is completed.

Rip Rap and Backfill project is pending due to insurance claim funds has not been provided.

The Boat Slip contract letters were sent to owners.

**9- Fuel Tank**

The installation of the new underground gasoline fuel tanks is 85 % completed.

**10- Recreational Building**

The recreational building projects is moving forward; We'll be posting new pictures on the website soon; Please remember to check our website [www.keylargoceanresort.com](http://www.keylargoceanresort.com) for future updates.

**11- Conservation Easement Area**

The clean-up of the conservation easement area has been completed by Tim Matthews Tree and Landscaping, Inc.

Habitat Preserve signs that were damaged with the passing of the hurricane will be installed along the perimeter of the GOCEA

**12- Fence**

Fences have been installed along the south side of the GOCEA and along the south property line of the community.

**13- Street Lights**

Most of the wires into the conduits running from the transformers and the pull boxes to feed main electric services for each street lights are damaged. We are waiting for the funds that must be provided by our insurance carrier; so that we can deal with this issue efficiently and finally enjoy seeing the property illuminated at night.

**14- Landscape**

We have received three proposals; BOD is reviewing them to select the company that will be awarded with the new contract.

**15- Construction**

To avoid damages to the underground facilities work; Contractors, Sub-Contractors, their Employees and Representatives are being informed that when driving through the community, they must use the paved road only and not to enter or cross through the open landscaped area



or vacant lots. Contractors must call 811 before they dig so that any utilities run outside of the setback are not damaged when digging. We also ask each unit owner or contractor to report any issue with the utilities directly to the project manager (Blaine) and KFOR office as soon as they are discovered. There are water meter boxes and sanitary sewers damaged that has not been reported to this office.

**16- Insurance**

The recommendations provided from our insurance company have been complied. (Excavations and Trenches were marked with warning tape).

**17- LEGAL:**

- Insurance Claim

- **CERTIFICATE OF SALE RECEIVED:**

Unit for sale 009, 281 and 282.

Unit sold 186, 192

- **PUD/ESTOPPELS LETTERS OR QUESTIONNAIRE PROVIDED:**

Unit sold 186, 192