

JE - LSJ and GSJ - W/E July 14, 2017



	Task Name and Scope	Assigned To	Duration	Start	Finish	Status	Comments
1	Cabana 2 New a/c unit install	Michael	1d	07/21/17	07/21/17		
2	Virgin Mary					Je to Advise	
3	PDR paint trim tabs	Carlos	1d	07/21/17	07/21/17	Complete	
4	Christmas cove shelf make level	Peter		07/18/17			
5	Jim Cross landscaping Report done by 7-24-17		9d	07/12/17	07/24/17		
6	12 volt Fan order for pebble beach shipped and due to arrive in Palm Beach Between August 9th and the 20th	Kimberly					
7	Back fill hole next to fuel tank room	Jules	1d	07/21/17	07/21/17	Complete	
8	Fix Air pump compressors outside pump room in staff kitchen	Michael		07/21/17			
9	Fix clogged drain inside pump roomLSJ	Danny / smile		07/19/17		In Progress	
10	Cover all electrical panels, and outlets.	Danny V	5d	07/24/17	07/28/17		
11	Fuel Tank room needs serviced -- Tank 2 FOS valve Failure and Replace polish filters. Ann Called Nester. awaiting Bid & report	Danny V				Awaiting Report & Bid. Anna to follow up with Nester on 7/21	
12	Hang swing at pergola	sylvester	33d	06/15/17	07/31/17		
13	Relocate dryer vent at Gsj	Danny E	1d	07/21/17	07/21/17	Complete	
14	set up scaffolding and 4 flood lights on palm	danny V		07/20/17		Je to approve	
15	Fix pavors on pops terrice	Dupson					
16	Fix tile on pops terrice	Svester					
17	Rebuild back step and A/C screens at cottage house Lsj	Sylvester	6d	07/31/17	08/07/17		
18	Build roof and doors at the info center electrical area	Sylvester	4d	08/01/17	08/04/17		
19	library fix buzzing lights inside,	Danny V		06/28/17		Je needs to approve	
20	Replace out door recessed lights library	Danny V	1d	07/21/17	07/21/17	Complete	
21	Run electrical wire to sconces on stone pillars Master dr. entrance of compound.	Danny V	1d	07/24/17	07/24/17		
22	LSJ Under water lights need to be fixed	Danny V	6d	07/11/17	07/18/17	PROJECT COMPLETED	
23	Waterfall: Danny to fix waterfall Shut off switch	Danny V	1d	07/21/17	07/21/17	Complete	
24	Blue Beach: Extend steps down on Blue Beach.	Sylvester	5d	08/14/17	08/18/17		
25	LSJ Repaint Sundial and all benches around it.	TJ		07/21/17			

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26 LSJ Helipad: wall papering ordered on the 7-11-17 & delivery estimate 7-24-17 Rug ordered waiting for arrival. Furniture ordered- Bench back ordered Estimated delivery to Tropical Shipping August 31st.	Kimberly Ross					
27 LSJ Entrance basket: Dupson to create stone wall around basket 5/31. Je to approve down lighting	Dupson		05/31/17		In Progress	
28 LSJ Staff cottage countertops: Caribe Craft Custom Millwork will fabricate and install the (56) ft of 3CM color Gray Speckle granite countertops. Bid for \$8400 approved 5/19. delivered during this week and installed 7-22-17	George		05/19/17		counter tops will be delivered and installed 7-22-17	
29 LSJ Staff cottage punchlist: Cooktop install, Kitchen sink and waste disposal, dishwasher	Danny V	1d	07/24/17	07/24/17		
30 Lsj Staff cottage Sylvester to complete Gutters	Sylvester	1d	07/21/17	07/21/17		
31 LSJ Staff cottage painting: TJ -needs to finish out side area.	TJ & Oriole	36d	06/02/17	07/21/17	Complete	
32 LSJ Staff Cottage furniture: JE approved the \$18,697 quote from Silk Greenery for Living, Dining and MBR furniture. The 60% deposit (\$14,764) made 7/6. Silk Greenery will deliver the in-stock furniture 7-17 -17. The balance of the furniture EDA by 8-2-17.	Kimberly	37d	06/29/17	08/18/17		
33 Cabana 2: rotten back door needs replaced	Sylvester	6d	08/07/17	08/14/17		
34 LSJ Lane Venture furniture: Replace the furniture outside of the Library, MBR, and sofa in the Flagpole Pool. Order placed 6/16. Arrived to Tropical FL 7/19. Scheduled to sail 7/21. EDA on STT 7/25.	Kimberly	32d	06/16/17	07/31/17	In Progress	
35 Tiki Hut Roof: Replace the palm thatch. JE to advise start date for project.	Sylvester	6d	08/07/17	08/14/17		
36 Picnic tables for GSJ	Sylvester	2d	07/19/17	07/20/17	PROJECT COMPLETED	
37 GSJ Solar Shed: Build double doors in Solar shed.	Sylvester		05/25/17			
38 GSJ Solar Shed: Install insulation in Solar shed. Installation spray in GSJ shed. Discuss with Jee	Danny V.		05/02/17			
39 GSJ Solar Shed: Install lighting in Solar shed. to be done after foam installation	Danny V.		05/10/17			
40 GSJ Solar Shed: Install A/C in Solar shed. Reefco submitted bid of \$12K to install (2) 3 ton Fujitsu A/C units in Solar shed. under review with Rich for payment.	Reefco		06/14/17		Jee- Discuss why we need a/c in shed?	
41 Nanna boat cushion covers - JE requested (2) new sets. Custom Canvas quote of \$5,770 approved. Deposit made 6/28. Fabric in stock by 7/14. EDA to completion 8/11.	Carlos	33d	06/28/17	08/11/17	In Progress	

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42	Tunnel Woodshop - Sylvester and a helper need to completely empty out and reorganize.	Sylvester	69d	05/02/17	08/04/17		
43	Outdoor furniture Alibaba	Kimberly Ross		06/24/17			
44	GSJ - Finish and clean Employees bathrooms	Danny V	6d	07/17/17	07/24/17		
45	GSJ Staff Cottage: Renovation	Sylvester	35d	06/27/17	08/14/17	In Progress	
46	LSJ Five Palms: Construct wall around 5 Palms. JE to advise	Dupson & Dalce				JE TO ADVISE.	
47	LSJ Five Palms: Create coping for Five Palms in house. JE to advise on design	Dupson & Dalce				JE TO ADVISE.	
48	Barge Painting and Capt. Bosco needs to give update on barge maintenance.	Ann Rodriguez		07/06/17			After we receive Boscoe list of items we will coordinate a date to have everything done to the Barge all at the same time. (Maintenance, Repairs & Paint)
49	INFO center hide wire hanging down from ceiling	Danny E	1d	07/21/17	07/21/17	Complete	
50	Grey Jet Ski 2: Replace starter and Fuel Pump. Parts arriving at the Palm Beach house 7/13	Tap	2d	07/21/17	07/24/17		
51	Change 2 bike batteries	Tap	2d	07/21/17	07/24/17		
52	ONGOING MAINTENANCE						
53	TSG Monthly service plan for R/O plant LSJ	Michael					need to talk with Rich about the service.
54	Reefco monthly service for a/c units	Michael					
55	Ocean Pest Control	Michael					bi weekly
56	LSJ Spraying for white flies on bougainvilleas.	Chris					CONDUCTED EVERY FRIDAY
57	GSJ Spraying for white flies on bougainvilleas.	Chris					CONDUCTED EVERY FRIDAY
58	Ocean Pest mosquito spraying, Main compound, Tiki, Flag pole pool, info center & Five Palms ---.Sprayed with Suspend Polyone.	Michael					they sprayed morning of 7-16-17
59	LSJ Irrigation - check for leaking.	Cristobal	3d	07/05/17	07/07/17	PROJECT COMPLETED	
60	GSJ Solar Battery Monthly Maintenance program, approved by RK 3/11, started with ProSolar.	ProSolar					
61	BIDS AND PERMITS						
62	GSJ Service Road project On hold, Awaiting permit.	PERMIT					ON HOLD AWAITING PERMIT

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63 John Woods is preparing the GSJ Minor Permit application for A Remainder projects (80-foot flagpole, 3 Quonset huts, swimming pool, Residential cottage with gym and spa buildings). JE approved to print the Revised 13-Page Plan Drawings for A Remainder Permit 7/13. JE will walk in the Permit Applications.	John Woods	70d	07/05/17	10/10/17		
64 John Woods is preparing the GSJ Minor Permit application for C-1 Remainder projects (80-foot flagpole, Residential cottage, Tennis and adjacent storage building). JE approved to print the 11-Page Plan Drawings for C-1 Remainder Permit 7/12. JE will walk in the Permit Applications.	John Woods	70d	07/05/17	10/10/17		
65 GSJ Cistern request for the issuance of a "Certificate of Use" filed with CZM 4/25. Awaiting Approval to schedule Paul Kalloo for an inspection.	PERMIT				ON HOLD AWAITING INSTRUCTION TO PROCEED	
66 GSJ Dock awaiting revised drawings & letter from ACOE. JE and Rich spoke with Amy Dempsey regarding status.	Amy Dempsey				Spoke with Amy Dempsey wed. 7-5-17 she said cable run permit between islands 4 months out and dock permits 6 months out. All going throu review by Army corps. Michael	
67 PURCHASE LIST						
68 Purchase new water maker for GSJ.	Michael & Rich					
69 St. John Awning proposal forwarded to JE & RK 12/18/16.	call brice				Brice said not order	
70 Cabrita Point Fiber cabinet solar backup; for consideration once Pebble Beach project completed. ProSolar will review and provide bid when Brad back on island week of 5/1. 5/8 Brad recommends GOAL ZERO YETI 1250 PORTABLE POWER STATION KIT \$2,467.94 (including shipping and handling). Brad estimate is \$150 for the 1st hour \$75 every additional hour. Waiting for approval to proceed.	Jermaine Ruan		07/11/17		spoke with Jermaine 7-21-17 He is going to order equipment today. once the equipment is in Danny V. will mount on pole.	
71 GSJ 2007 Lull needs a transmission. Lucas forwarded all info on transmission to Anna & Rich. Rich to advise. Sheridan asked that we purchase a new Lull and use the damaged lull for parts for the old lull.	Richard					
72 JE approved to buy a new Lull 2 to 3 years old.	Michael, Tap, Rich		06/26/17		Will talk to Rich 7-21-17 to check on progress	
73 Chillax Office Wall construction Estimate from BWC forwarded to JE & Rich 4/20.					Jimmy Fraguela Site visit	
74 R/O Metal shed - Preliminary bid from BWC forwarded to JE & Rich 4/20.					Jimmy Fraguela Site visit	
75 Research Wind screens for main pool.	Michael					
76 GSJ Helipad Construction awaiting permit. BWC standing by to produce the bid to construct. The lights are onsite and in storage.						

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77	Researching new staff transporting boat.	Carlos	15d	06/05/17	06/23/17	put on hold for now	