



# 5825 CORINTHIAN CONDOMINIUM

Volume 3 Issue 12

A Newsletter for the Residents of the The Corinthian Condominium Association, Inc.

August 2023

## 5825 CORINTHIAN Condominium Assoc., Inc.

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5825CorinthianCondo

### ASSOCIATION OFFICERS

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**Secretary**..... Rich Nichols  
**Director** ..... Derrick Attard  
**Director** ..... William Manso  
**Director** ..... John Vest  
**Director** ..... Maria Chirino

### PROPERTY STAFF

**Managed By:** . First Service Residential  
**Manager** ..... Alex Comesana  
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**Admin Asst** ..... Claudia Aparicio  
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### IMPORTANT NUMBERS

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**Fax** ..... 305-865-3508  
**Front Desk**..... 305-866-6666  
**24-hour Cust. Care** .. 866-378-1099

### OFFICE HOURS

**Monday-Friday**..... 9:00 AM - 5 PM  
**Holidays** .....CLOSED

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## MANAGEMENT REPORT:

### Administrative Assistant Week Summary Items:

- Processed payments for fobs, decals, and valet stamps
- Checked mail for invoices and sent to be processed
- Collected and processed maintenance payments
- Sent out email blast to inform building on repairs
- Posted on calendar upcoming deliveries
- Filed away processed fee receipts
- Contacted maintenance for water leaks

## REMINDER

### Certificate of Insurance (COI)

COIs are necessary any time you are bringing in a third-party service that could potentially cause damage to our building. This includes not only movers but also furniture delivery services and contractors who you have hired to help with renovations.

The completed COI form then needs to be sent to your building manager at least one day before the scheduled work or delivery. Word for the wise: Stay on top of this very important last step and confirm with your property manager that the completed COI has arrived before the contractor/vendor arrives.

So, for example, if you expect delivery of your new couch, the person scheduling the delivery should ask you if your building requires a certificate of insurance. If the answer is yes, they will ask their COI team to contact your property manager and take care of the COI formalities.

If you're working with a smaller company, you may want to be proactive and email your sample COI to the contractor or supplier. In either case, to avoid having the delivery turned away by the Association, you will want to follow up with your management the day before the delivery or work takes place to make sure the COI is on file.

*Continued on page 2*

Reminders (cont. from page 1)

MAINTENANCE ITEMS:

Maintenance replaced the faulty pool filter gauge.



PH1 laundry room – Lights were replaced with LED.



Before After

Carpet Cleaning – Maintenance started to clean the hallway carpet on the PH floors on Thursday, July 6th and will continue to the lower floors.



Carpet Cleaning – Maintenance completed the carpet cleaning of all floors on Thursday, July 13th.



The dirty water from the 12th floor

Continued on page 3

A sample of a Certificate of Insurance form.

- Board of Directors Meeting on Wednesday, July 26th, at 7:00 pm – Presentation – Pool Deck Project by Hillman Engineering.

The renderings were left in the lobby for residents to view.





**Maintenance (cont. from page 2)**



Chemicals that are used to clean the hallway carpets.

Maintenance replaced the rubber seal of the exit/entrance door on the 2<sup>nd</sup> floor.



Before

After

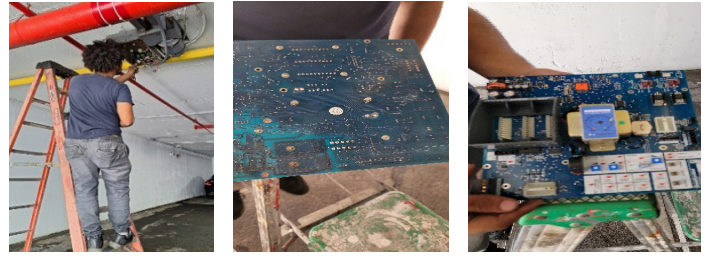
Maintenance repaired and sealed the surrounding of the garage drain cover.



Before

After

Above All Garage replaced the faulty logic board of the garage door entrance. A surge protector was added.



The 6<sup>th</sup> and 9<sup>th</sup> floor laundry sink were unclogged.



Before

After

9<sup>th</sup> floor laundry room – Lights were replaced.



After

*Continued on page 4*

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**DRIVE SAFE. WALK SAFE.**

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**GOT PROPERTY DAMAGE? GET HELP NOW!**

THIS IS SOLICITATION FOR BUSINESS. IF YOU HAVE HAD A CLAIM FOR AN INSURED PROPERTY LOSS OR DAMAGE AND YOU ARE SATISFIED WITH THE PAYMENT BY YOUR INSURER, YOU MAY DISREGARD THIS ADVERTISEMENT.

Rumi Boaz, License #FJ75224

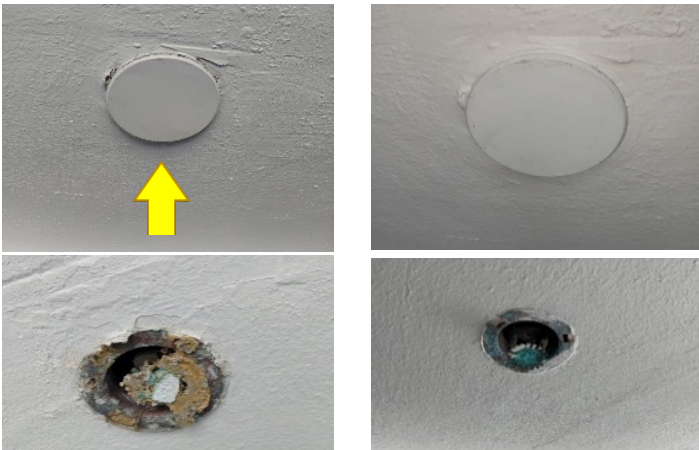


**Maintenance (cont. from page 3)**

6<sup>th</sup> floor - The light in front of the elevators was replaced.



The damaged fire sprinkler covers of the PH2,14, 12,9, 7 floors were replaced.



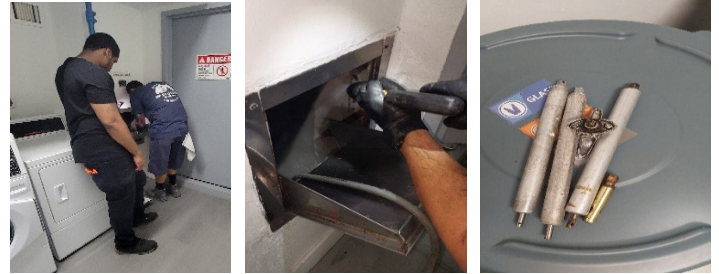
Maintenance secured some of the garage fire sprinkler pipe brackets to the ceiling.



After

Ecolo repaired the faulty hydraulics closer and handles/latches of the following floors:

- Floor 15- new 10" hydraulic closer
- Floor 14- new t-handle
- Floor 12- new 10" hydraulic closer, new thumb latch and door adjustment
- Floor 10- new 10" hydraulic closer
- Floor 4- new 10" hydraulic closer and thumb latch
- Floor 3- new 10" hydraulic closer



Old hydraulic closer



14<sup>th</sup> floor (after)

12<sup>th</sup> floor (after)

10<sup>th</sup> floor (after)

City Cool replaced the 6<sup>th</sup> floor hallway air conditioning unit. The unit stopped working.



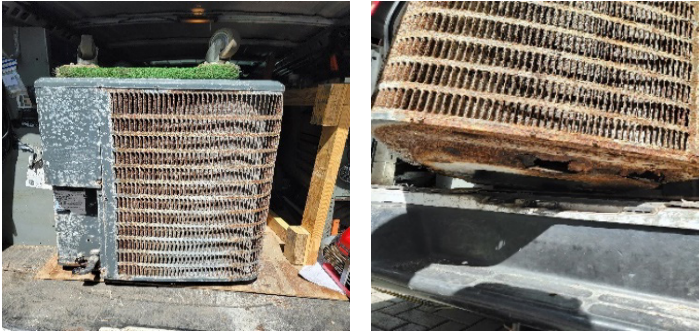
After

*Continued on page 5*



**Maintenance Items (cont. from page 4)**

Maintenance cleaned the carpet of the fiesta room, lobby, and management office.



Old Unit



New Unit



Old Unit

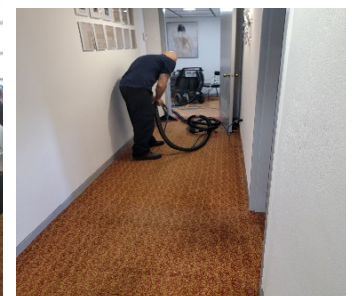


New Unit



Before

After

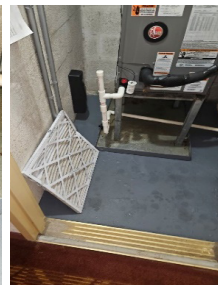


Office

City Cool cleaned the coil of the common area A/C units on the 14<sup>th</sup> and 15<sup>th</sup> floor. They added freon to the gym A/C unit. The units were not cooling.



14<sup>th</sup> floor a/c unit



15<sup>th</sup> floor a/c unit



**Maintenance Items (from page 5)**

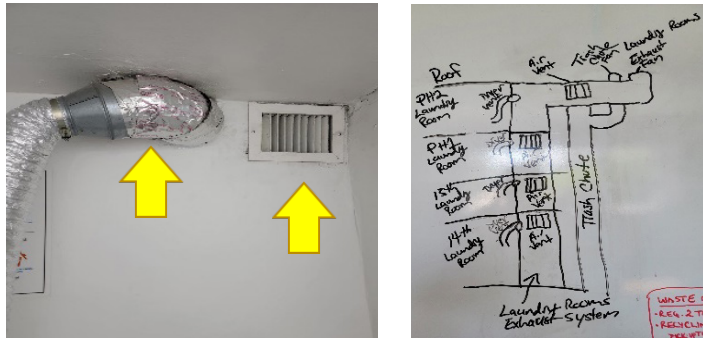
Ecolo provided the dryer vent cleaning on July 19<sup>th</sup>.

**Scope of Work:**

1. Ecolo will access each dryer line and the technician will clean with a vacuum, clean the dryer vent and vacuum the riser up and down as far as possible. The riser will be brushed and vacuumed, and all debris and lint will be removed by our vacuum and brushes.

2. The job includes cleaning and vacuuming the dryer fans when present, assuming the roof is accessible and flat. Included at no extra charge is replacement of broken or damaged dryer hoses with new metallic-type hoses and clamps.

The dryer vents are connected to the laundry air venting system. The hot air from the dryer is going into the laundry room



Laundry room dryer vent and room air vent (diagram)



6<sup>th</sup> floor dryer vent

2<sup>nd</sup> floor dryer vent in air shaft



Roof - laundry exhaust fan

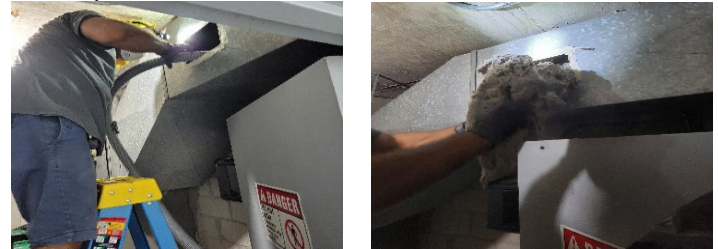
**PH2- Laundry Room**



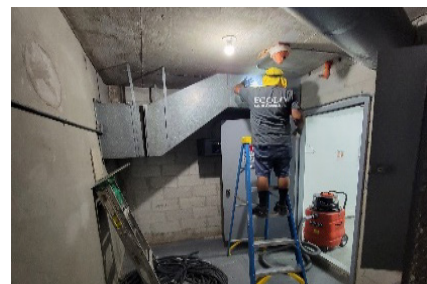
Before

After

PH2- laundry exhaust ductwork – Maintenance cut a new access panel to allow Ecolo to clean inside the ductwork.



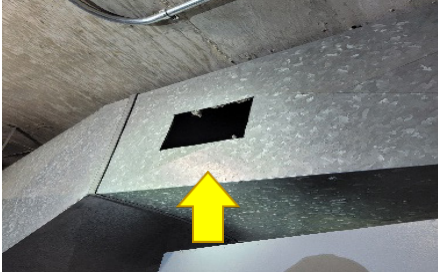
Lint inside ductwork



Continued on page 7



Maintenance Items (cont. from page 6)



New access panel



Ecolo vacumn after cleaning from PH2 to the 14<sup>th</sup> floor



inside ductwork (before)



after

PH1- Laundry Room



12<sup>th</sup> floor



vent shaft



PH1-laundry exhaust shaft



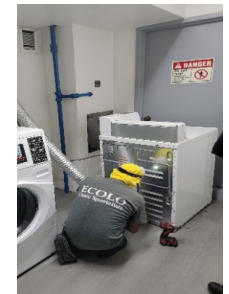
dryer vent exhaust pipe



10<sup>th</sup> floor



14<sup>th</sup> Floor Laundry Room

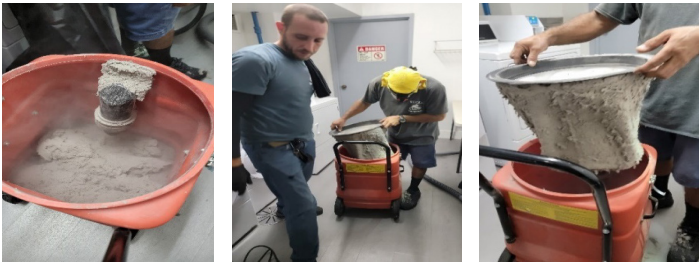


9<sup>th</sup> floor

*Continued on page 8*



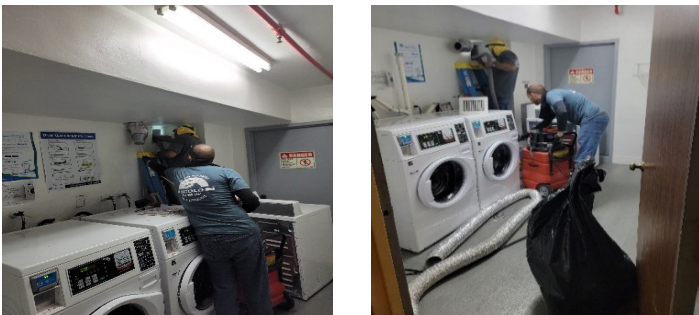
**Maintenance Items (cont. from page 7)**



Ecolo vacuum after cleaning from 12<sup>th</sup> to the 9<sup>th</sup> floor



8<sup>th</sup> floor



7<sup>th</sup> floor

6<sup>th</sup> floor



5<sup>th</sup> floor

3<sup>rd</sup> floor



2<sup>nd</sup> floor dryer vent into the shaft

Tru-Cutz Lawn Service- Trimmed the trees in front of the property.



Before

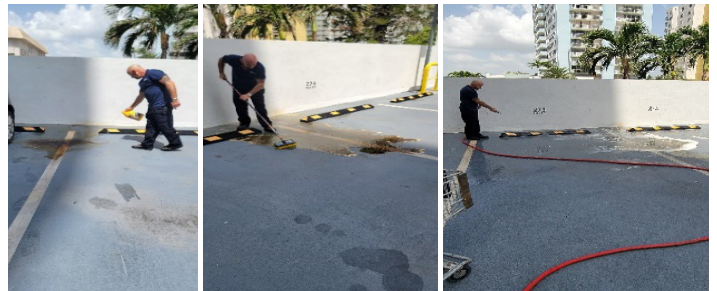


Before



After

Maintenance cleaned a stain on the upper deck parking.

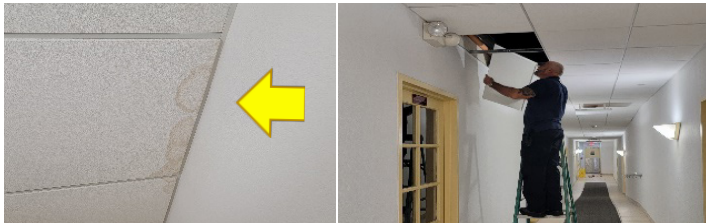


*Continued on page 9*



**Maintenance Items**  
*(cont. from page 8)*

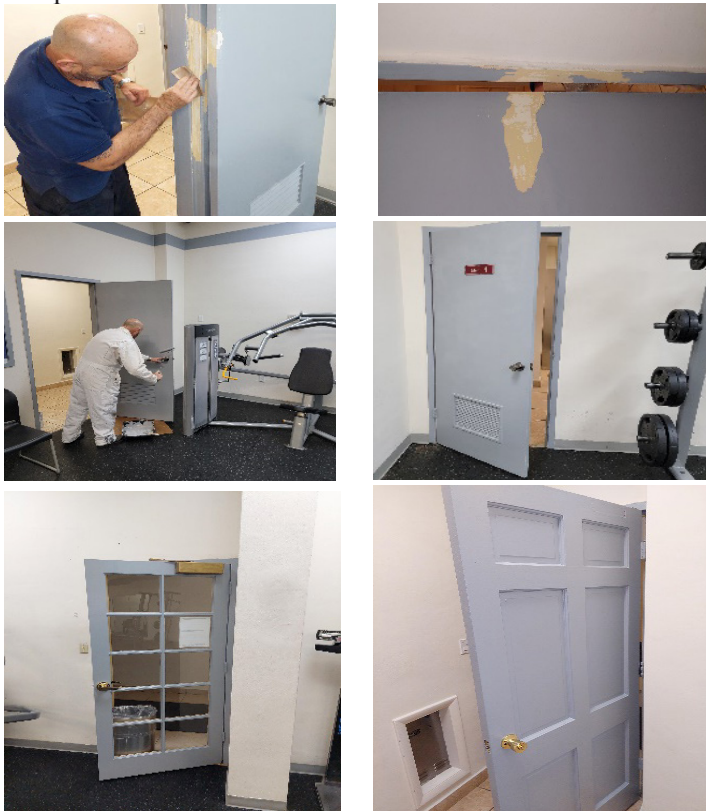
Lobby - Two stained ceiling tiles were replaced.



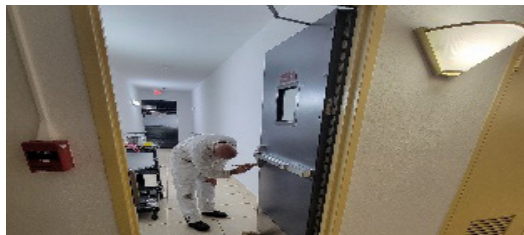
Maintenance replaced the faulty lights in the gym men bathroom.



Some of the doors of the lobby common areas were sanded and painted.



After



Maintenance cleaned, repaired, and lubricated the lobby bathroom exhaust fan that was not working.



Before

After

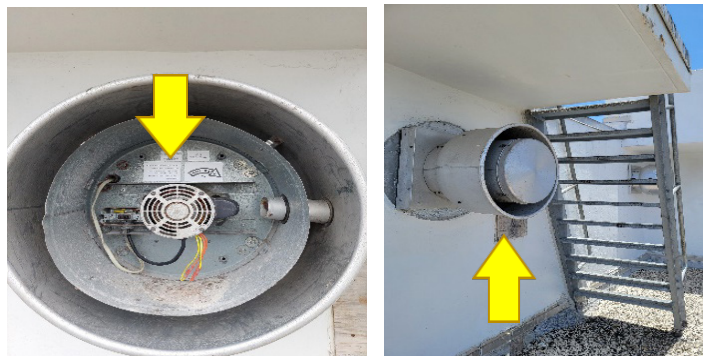
City Cool replaced the garage mechanical room exhaust fan. It was not working.



old fan

new fan

City Cool replaced the laundry exhaust fan motor that is located on the roof. The exhaust fan was overheating and shutting off.



Exhaust fan motor



old motor



new motor





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