

5825 CORINTHIAN Condominium Assoc., Inc.

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IMPORTANT NUMBERS

Main	305-865-3506
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

REPORT

REMINDER

Laundry Etiquette

We would like to remind everyone to please be considerate of others when doing laundry. If someone is using the washer or dryer, please let the complete cycle finish and allow the person time to remove their clothes. Please do not remove items mid-cycle and place them on the folding table.

Please remember to extend this courtesy to your neighbor when using the shared laundry facilities.



Thank you. We appreciate your cooperation.



MAINTENANCE ITEMS

Maintenance sealed the surrounding base of the electrical pipe of the aircraft warning lights located on the roof. The rainwater was coming into the elevator mechanical room through the electrical conduit. The pipe goes through the roof and inside the elevator mechanical room. The pipe is located behind the elevator hoist equipment.



Maintenance sanded down and painted the 6th floor east side emergency stair door. The door was not closing properly.





Maintenance repaired the 6th floor faulty trash chute door.



"A man who stops advertising to save money is like a man who stops a clock to save time." – Henry Ford

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COASTAL GROUP

PUBLICATIONS, INC. 305-981-3503 www.cgpnewsletters.com Maintenance replaced the faulty sensor from the contractor double doors on the 2nd floor.

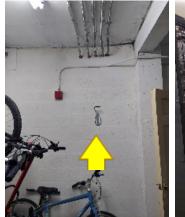


Maintenance replaced some of the faulty garage lamps with LED.



after

Maintenance installed additional bike racks in the storage rooms of the 1^{st} floor.





Continued on page 3

Maintenance Items (cont. from page 2)

City Cool replaced the faulty compressor of the A/C unit of the 1st floor storage room#1. They also replaced the filter dryer and dual capacitor. They found and repaired a leak in the refrigeration line.



New compressor

Maintenance replaced the faulty beach shower hose.



Maintenance replaced some of the faulty office lamps with LED.



Maintenance cleaned the Corinthian sign in front of the property.





Lobby A/C/ unit - City Cool recharged the A/C/ unit with R410A fluorocarbon freon and checked the system that was not cooling.

Management is getting proposals to replace this unit because it is constantly breaking down. Per City Cool, the outside unit is rusted, and it is possible that it has a leak inside.



Continued on page 4

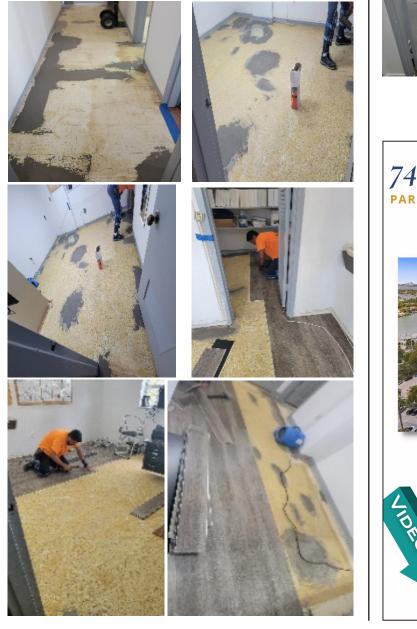


Maintenance Items (cont. from page 3)

Maintenance repaired the faulty lights of the upper deck parking lamp. The lamp wiring was corroded, and the lamp was not turning on at night.



Sherwin Williams started to remove the management office carpet and install the floating luxury vinyl 20mil/6.5mm/15-year commercial warranty. They will install new pre-primed white square wood baseboards.



Sherwin Williams completed the floor installation of the management office on Tuesday, September 17, 2024.



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Maintenance Items (cont. from page 4)

PRINT JOBS anything that puts ink on paper

Condo/HOA Services

Residential or Commercial

Voting/Election Packages Annual Notices (w/ affidavits) Letterhead • Property Signage Stickers & Decals • Window Lettering Newsletters • Binding

Denizens | Businesses

Club Promoters | Schools Restaurants | County | City Celebrations • Obit Books • Biz Cards

Promo Materials • Brochures

Announcements • Posters-Banners

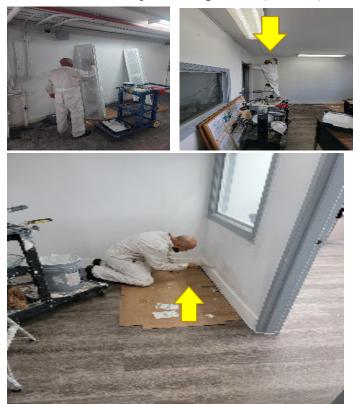
Vehicle Wraps

Contact Marc (the newsletter guy)

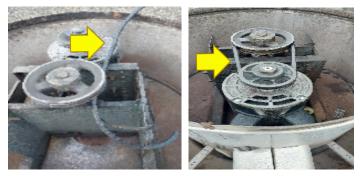
cgpimarc@earthlink.net 786-223-9417

for a no obligation quote on your next print job * NO JOB TOO BIG OR TOO SMALL*

Maintenance painted the management doors and frames in white. The walls were painted a light color (Ice Cube).



Maintenance replaced the broken exhaust fan belts of the kitchen F and G Lines. The fans were also lubricated.



Detroit Diesel/Stewart & Stevenson FDDA LLC was onsite September 20th and replaced the faulty fire pump coolant loop pressure gauge.



Old gauge

new gauge



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The FSR associates got together for the monthly safety meeting for the month of October, which was held in both English and Spanish.



Global Service Standard #10 - Safety and Security are everyone's responsibility. We follow safety policies and procedures, and we know our individual and collective roles in emerg ency situatio

What are chemical hazards and toxic substances?

Chemical hazards and toxic substances pose a wide range of health hazards (such as irritation, sensitization, and carcinogenicity) and physical hazards (such as flammability, corrosion, and explosibility).

Chemicals and hazardous materials are used in the workplace for a variety of reasons. All chemicals that our associates are using should be stored in their original containers, located in a safe and cle environment, and should be located in close proximity to the associated SDS (Safety Data Sheet). located in a safe and clean A SDS is a document that contains information on the potential hazards (Health, Fire, Reactivity and Environmental) and how to work safely with chemical products. Every chemical must have an accompanying SDS sheet that is specific to each product or material including ingredients manufacturing information and steps to take if exposure occurs

chemical

Associate chemical training should include, but is not limited to:

- Which chemicals are used for which job tasks? • Location of emergency eyewashes, first aid
- Where to find chemical Safety Data Sheets (SDS) and how to understand them How to properly store hazardous chemicals No eating, drinking, or smoking while using
- kits. etc. Required Personal Protective Equipment (PPE)
- and how to properly use and wear it · How to dispose of chemical waste properly
- The primary ways that chemicals can enter the body: Inhalation, Ingestion, Absorption, and Injection
- Never mixing chemicals or using a chemical that is not properly labeled.

Life, simplified.[™]

Tema de Seguridad | octubre de 2024 FirstService Seguridad con productos químicos

Norma de servicio global #10: La seguridad y la protección son responsabilidad de todos. Seguimos las políticas y los procedimientos de seguridad y conocemos nuestros roles individuales y colectivos en situaciones de emergencia.

¿Qué son los peligros químicos y las sustancias tóxicas?

Los peligros químicos y las sustancias tóxicas plantean una amplia variedad de riesgos para la salud (tales como irritación, sensibilización y efectos cancerígenos) y peligros físicos (tales como inflamabilidad, corrosión y explosividad).

En el lugar de trabajo se usan productos químicos y materiales peligrosos por una variedad de razones. Todos los productos químicos que usan nuestros asociados se deben almacenar en sus contenedores originales, se deben ubicar en un ambiente seguro y limpio y se deben colocar muy cerca de la SDS (Hoja de datos de seguridad) relacionada.

Una SDS es un documento que contiene información sobre los peligros potenciales (a la salud, incendio, reactividad y ambiental) y cómo trabajar con seguridad con los productos químicos. Cada producto químico debe ir acompañado de una hoja de SDS que sea específica de cada producto o material, que incluya ingredientes, información de fabricación y pasos para realizar si ocurre una exposición.

La capacitación con respecto a productos auímicos para los asociados debe incluir, pero no se limita a • ¿Cuáles productos auímicos se usan para cuáles • Dónde encontrar Hoias de datos de seguridad

- tareas en el trabajo? Ubicación de estaciones emergencia para el lavado de ojos, kits de primeros auxilios, etc.
- Equipo de protección personal requerido (EPP) y
- cómo usarlo y llevarlo apropiadamente. • Cómo desechar apropiadamente los residuos de
- productos químicos Las formas principales en que los productos
- químicos pueden ingresar al cuerpo: Inhalación ingestión, absorción e inyección.
- - (SDS) de productos químicos y cómo entenderlas Cómo almacenar apropiadamente productos químicos peligrosos
 - No comer, beber o fumar mientras usa productos químicos.
 - Nunca mezclar productos químicos o usar un producto químico que no esté etiquetado apropiadamente.
 - Life, simplified.[™]



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- Habla Español
- With Other Offers. job!

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