

Facilities Annual Report

July 6, 2024

Updates since July 8, 2023

- Parks caretakers are Jerry and Sue Swaser (as of August 15, 2022 to present). Currently on their 2024 summer contract.
- Park was closed for winter 2023 which included: tables put away, water to bathrooms turned off and swim dock moved (November 2023) and secured in the marina for the winter and reopen in April 2024.
- Park seasonal close out (Oct 23) and opening (Apr 24) complete and matches inventory with no discrepancy.
- Currently annual supplies are stocked and none needed at this time.
- Fall, Spring, and periodic maintenance completed as needed and in accordance with caretakers contract.

- **JOBS/TASK COMPLETED:**
 - Bathroom remodels completed and included the follow in both bathrooms:
 - Partitions
 - Two coats of paint on ceiling and walls
 - New light fixtures
 - Molding around ceiling
 - Clean up all debris from remodel
 - Locks on partition doors
 - Riding Tractor (old one):
 - Purchased and installed new starter.
 - Purchased and installed new turning gear.
 - Purchased and installed new spark plug.
 - Installed new starter gear.
 - Purchased new battery.
 - Sold Riding tractor for \$650.
 - Purchase new Riding tractor for \$1200.
 - Swap new battery and front bumper from old tractor and installed on new tractor prior to selling.
 - Installed two new pulleys and belt on mower deck.
 - Installed new fuel vacuum line.
 - New step-up deck for caretakers/guest interactions
 - New signs for the playground installed.
 - New battery operated weed eater purchased.
 - Horse shoe pits: Cleaned up and ready for the season. Currently covers are maintained on pits while not in use to keep creatures out of the sand.
 - Convex mirror installed by golf cart parking.
 - Replace batteries on gate code and security cameras. (x2)

- Aluminum ski boat ramp and additional hardware for installation bracket purchased and installed.
 - Old ramps from marina and ski dock demolished.
 - Ski dock floatation and south end cross beam purchased and installed.
 - Pickle ball set: Good working condition and set up for use.
 - Shelves completed in Hut storage area and rest room storage area.
 - New lights in hut storage area.
 - Sprayed 9 hornet nest in the hut.
 - Collected some donated lumber for the park.
 - Sorted lumber pile and removed nails from donated lumber.
 - Replaced fluorescent light in hut storage area.
 - Replaced boards on Dock A ramp.
 - Replaced trim on tractor shed door.
 - Repaired ladder on swim dock.
 - Hole found and filled east side of peninsula (marina side most likely otters).
 - Wrapped and insulated pipes in restroom for winter.
 - Replaced toilet seats.
 - Cut tree branches back. This including trimming up the tree outside the park on the east side.
 - 2025 budget proposal created.
- **JOBS/TASK PENDING:**
 - Repainting the basketball court.
 - Painting the basketball hoops.
 - Touch up painting on hut.
 - West side hut Wind blinds purchased, pending installation.
 - Repair ski dock boards (2025 budget)
 - Teeter tooter spring purchased, pending installation.
 - Spot welding a support on swim dock.
 - Hot water heater installation for girls and boys restrooms.
 - Launch Project: See marina annual report for schedule and dates.
 - Key pad for walk through gate isn't responding very well.
- **NEW PROTOCOLS AND/OR PARK REMINDERS:**
 - Switch to using bracelets for the parties instead of tickets. More visible for staff members and will be able to buy bracelets ahead of time for events.
 - Hut rentals for the weekends are booking up. Plan ahead if interested and be mindful of our fellow members and only reserve dates and times that you need due to we have multiple reservations / events on the same day.
- **INCIDENTS:**

- 1-2 incidents of non PSA members entering park to fish but was redirected by caretakers. This is a decrease from last year regarding the number of incidents.
- 1 incident of non PSA member entering marina, getting off their boat and walking around on the marina before returning to their vessel and leaving.
- As a reminder, Anyone is allowed to swim and/or fish in the marina due to Mason lake is public property and we don't own the water or the rights to the water. PSA only owns the land and the physical structures which include the docks. All boat owners are advise to property cover and stow their belongings when parking their boat in the marina. If anyone notice suspicious activity please notify the PSA caretakers, Facilities Manager, Vice President, and/or President.

Big round of applause goes out to the bathroom crew consisting of Dan Wolfe and his son, Dan and Tina Simms, Sue and Jerry Swaser. Couldn't have completed it with out you. Second round of applause for Kipp, Randy Lord, and those that assisted in the float replacement. Another task that wasn't easy but work out well thanks to the volunteers and there time. And I apologize if I missed your name but know we do appreciate you.

Respectfully submitted by,

Daniel McClough, Facility Chair