

## **General Information**

### **Sprinkler System Schedule:**

- Pool: 3 Zones -- Thursday 10pm for 40 minutes
- Bldgs 1 – 6: 12 Zones -- Friday 12pm (midnight) for 40 minutes

### **Pest Control:**

Soles exterminating provides pest control service

Phone: 727-397-8179

Please note that Soles sprays the outside of the buildings to keep pests from entering the units. Call if you are having an issue inside your unit and Soles will respond to your needs.

Spray Schedule is the first week of each month.

### **Recycling Guidelines:**

East Lake Woodlands Condo VII Association is committed to the environment.

Recycle Bins are next to each dumpster

Pick-up is once a week

Guidelines: <http://www.pinellascounty.org/soldwaste/recycle.htm>

### **Gate Passes:**

Residents can obtain barcodes at:

Management and Associates

720 Brooker Creek Blvd

Suite 206

Oldsmar, FL 34677

Ph: 813-433-2000 (Monday – Thursday 8am to 12pm and 1pm to 4 pm)

### **Condo VII Insurance Agent:**

Stahl and Associates (Susan or Karen)

3939 Tampa Road

Oldsmar, FL 34677

Ph: 813-818-5300

## Oldsmar Community Info

### **City of Oldsmar**

- City Hall, 813-855-4693
- City Manager, 813-749-1102
- GENERAL INFO: 813-749-1100

### **Sheriff**

- Emergency 911
- Non-emergency, 727-582-6200

### **Fire Department**

- Emergency 911
- Non-emergency, 813-855-1059
- East Lake Fire & Rescue, 727-943-0510

### **Water Department**

- Emergency, 813-433-8131
- Non-emergency, 813-855-5257
- East Lake Water Dept, 727-784-6262

### **Utilities**

- TECO Electric – Power Outage, 877-588-1010
- Oldsmar Waste Management, 813-749-1262
- Billing Inquires, 800-483-3000
- Spectrum (Internet – TV), 855-479-6984
- Verizon (Landline) – Customer Service, 800-483-1000
  - Repairs (24 hours), 800-483-1000

### **Hospitals**

- Mease Countryside – 727-725-6111
- Mease Dunedin – 727-733-1111
- Morton Plant, Clearwater – 727-462-7000
- Florida Hospital of North Pinellas – 727-942-5000
- Bay Pines Veterans – 727-398-6661

## **State & Local Government**

- State of Florida – [www.stateofflorida.com](http://www.stateofflorida.com)
- City of Safety Harbor – [www.cityofsafetyharbor.com](http://www.cityofsafetyharbor.com)
- City of Dunedin – [www.dunedingov.com](http://www.dunedingov.com)
- City of Palm Harbor – [www.palmharborcc.org](http://www.palmharborcc.org)
- Pinellas County – [www.pinellascounty.org](http://www.pinellascounty.org)
- Upper Tampa Bay Chamber of Commerce – [www.utbchamber.com](http://www.utbchamber.com)

## **Hurricane Preparedness**

- Guidelines: Pinellas County Emergency Preparedness

## **Preventative Maintenance Schedule (Brian's responsibility)**

- DAILY – Maintain the pool, equipment deck and furniture. Uncover pool (limited to winter months), maintain restrooms, maintain water fountain and shower area, empty trash receptacles at pool, check all exterior lighting and maintain as necessary, police grounds and parking lots for large deadfall and trash.
- WEEKLY – Keep buildings and light fixtures at doors free of cobwebs and dirt, keep walkways and stairwells blown clean, treat for ants and remove wasp nests as discovered, fill in animal holes as discovered.
- MONTHLY – Wipe down windowsills with damp cloth, wipe down handrails on walkways and stairwells, check all battery backup emergency lighting.
- QUARTERLY – Pressure wash all sidewalks, walkways and stairwells.
- ANNUALLY – Manually turn off water valves to ensure they are operable.
- AS NEEDED – Troubleshoot and repair minor electrical and plumbing problems, make wood repairs when necessary and feasible, touch up paint where needed, check windowsills for cracks and repair, keep maintenance room inventory with routine supplies for maintenance, pool and restrooms, maintain a calendar with dates and amounts of supplies purchased.
- **Any other activities as directed by the Board or AmeriTech on an 'AS NEEDED' basis.**