

PARKWOOD SQUARE BUILDING A

1. HEDGES ALONG 38th AVENUE: Watered & maintained by Building A.
2. HEDGES ALONG 37th AVENUE: Watered & maintained by Building B.
3. HEDGES ALONG WEST BOUNDARY: Watered and maintained by Building A.
4. PARKING LOT SECURITY LIGHTS POLE MOUNTED: Two in north parking lot plus one (easterly) in south parking lot billing shared by both Buildings A & b. One (westerly) in south parking lot metered directly to Building A.
5. NORTH CARPORT: Electricity and bulbs replacement furnished by Building B. Minor maintenance west half furnished by Building A; minor maintenance east half furnished by Building B.
6. SOUTH CARPORT: Electricity and bulbs replacement furnished by Building A. Minor maintenance west half furnished by Building A; minor maintenance east half furnished by Building B.
7. SUMP PUMP IN NORTH COURTYARD: Pumps standing water underneath the paving in north parking lot and empties into 38th Avenue hedges. Pump's electricity metered to Building B. Other pump maintenance shared by both buildings.
8. COACHLAMPS IN COURTYARD, MERCURY VAPOR: There are four coachlamps. Electricity metered to Building B. Bulbs replacement (about \$35 each) and other maintenance shared by both buildings.
9. WATER SHUT-OFF VALVES TO APARTMENTS: Six valves, each controlling water to up to six apartments. Valves are located at intervals along the rear wall of building at ground level.
10. SPRINKLER WATER SHUT-OFF VALVES (CITY WATER): Valve for watering zones 1, 2 and 3 is located behind Apt. #106 at (above) garden hose spigot. Shut-off valve for zone 4 located at north end of building at water spigot location. Individual zone shut-off valves are located adjacent to master valves.
11. SPRINKLER ZONES: Zone 1 waters turf front of building. Zone 2 waters north courtyard, north end of building, and 38th Avenue hedges. Zone 3 waters south courtyard and south end of building. Zone 4 waters hedges on west boundary exclusively, between 37th Ave. and 38th Ave.
12. SPRINKLER TIMER CONTROL: Located in meter room. Board members have key
13. EXTERIOR LIGHTING TIMER CONTROL: Located in meter room. Board members have key.
14. LAUNDRY ROOMS: Located in breezway on each floor. Presently serviced by Sun Services of America. All residents have master key to rooms.
15. ELEVATOR EQUIPMENT ROOM: Located on 2nd floor breezway. Elevator presently serviced by Miami Elevator Co. Board members have key.

16. HOMEOWNER STORAGE LOCKERS: Located in breezway on each floor. Owners use their own padlocks.
17. DUMPSTER ROOM: Located on first floor behind elevator. Trash chutes located in breezways on 2nd and 3rd floors.
18. ROOF ACCESS: Via removable hatch and galvanized metal bonnet located in 3rd floor breezway. Ladder required.
19. MASTER TELEVISION ANTENNA: For local VHF reception only. Serves both Buildings A & B and any maintenance costs are equally shared. Serviced presently by National Video Systems, St. Petersburg, who installed the service. Located on the roof of Building A building. All apartments are also wired for cable hook-up. Those owners who wish to have cable must subscribe for same individually and pay for their cable service.
20. LAWN SERVICE CONTRACT: Presently with Willow Tree Nursery. Not presently connected with any lawn service which Building B may engage.
21. LAWN FERTILIZING/ SPRAYING: Presently contracted with Willow Tree Nursery. Treats turf and shrubs as needed six times per year in the months of Feb., Mar., May, Jun., Sep., Oct.
22. JANITORIAL: Presently using ^{JIM WOOD} ~~Bob Abbott~~, independent contractor. Cleans common areas 4 hrs. per week. Returns when called for specific, non-routine cleaning. Applies insecticide such as Rid-A-Bug monthly to external areas, all floors plus around building perimeter at ground level. Address ~~3600 60th St. North~~ Phone ~~343-5463~~.
23. FIRE ALARM SYSTEM: Presently maintained by Dart Electronics. Annual inspections required by State. Control panel located in meter room. Board members have key.
24. FIRE EXTINGUISHERS: Presently maintained by Rescue 1 Safety Services, Doug Dalton, Service Technician. Four on first floor; five on 2nd floor including one in locked elevator room; four on 3rd floor. Total 13. Annual inspections required.
25. PRINCIPAL DOCUMENTS OF CONDOMINIUM:
 - a. Declaration of Condominium
 - b. By-Laws
 - c. Rules & Regulations
 - d. Land Lease contract
 - e. Mutual Easement Agreement (formal document between Building A, Building B and Parkwood Square Villas).

26. Large aluminum ladder Co-owned by Bldgs. A and B.
Ladder stored at Bldg. B.

cc: Board members
Property Manager