



MANAGER'S REPORT - July 20, 2009

I am pleased to submit the following since my last report:

- We have just recently installed an electrical transfer box in Bldg. 1 and as a result of researching and purchasing a discounted transfer box, we have saved Building 1 Association approximately \$4,000.00.
- Preventative maintenance has been done to the roof of Bldg. 3 by providing a rubberized coating and 90 lb. granulated felt at an estimated cost of \$500.00. We had another quote which included additional repairs for \$23,000, so there was significant savings. That contractor found fault with the previous contractor's work involving the elevated platforms for Sprint and AT&T.
- We've recently finished trimming palms at an estimated cost of \$700.00. This project was budgeted for \$2,500.00
- We have applied the savings from tree trimming towards improvement of the large retention pond in front of Bldgs. 3 & 4 and will provide additional colorful shrubbery around the perimeter at the end of this month.
- We have planted shrubbery and closed one access to the service drive next to Bldg. 1 to control traffic and aesthetically improve the area.
- We will provide shrubbery for the entrances of Bldgs. 1 & 4 at the end of the month.
- The gas company will begin Monday to install gas lines to service generators. I've been negotiating with several companies and have narrowed estimates down from \$2,200 per building and \$6,000 to run the line to service the pool area and barbecue.

I would like to continue negotiations with these vendors and once I feel I have rock bottom prices, I'd like Board permission to proceed without further need for Board consultation.

- As soon as the gas lines are completed, our in-house Maintenance people will be repairing, with hot asphalt, the roads that have been damaged or have pot holes, as well as the cuts made as a result of removing root growth in front of Bldgs. 1 & 2.
- We have installed all new metal fire extinguisher boxes for Bldg. 3 which will protect them from vandalism and weather and they are much more aesthetically pleasing.
- We are in the process of replacing fire valve handles that are used by the Fire Department for hose connections. The valve handles have deteriorated to the point of crumbling under pressure.
- We have just treated all grass destroyed by Cinch bugs in the hopes of deterring any further damage.
- I am enclosing a copy of our Employee Handbook for your review which is being developed with the help of Sandi Christ.



- We have just received in excess of a couple thousand dollars from Citizens Insurance for Bldgs. 1 & 3. We anticipate several more thousands for Bldgs. 2 & 4. These rebates resulted from negotiations with the Appraiser to reduce our evaluation. We are locked into that number for the next year.
- Installation of seashell pathways from Bldg 4 to the tennis court and from the gazebo to the new checkers platform have been completed.
- During the week of July 20th we will be installing Flood Busters in units and we have notified all unit owners (copy of notice included) quoting the Condominium Act and highlighting the rules requiring all water tanks exceeding 10 years of age to be changed. Failure to do so can result in an owner being responsible for all damages incurred from their leakage.
- We have roped the middle braces that were installed on 4 pillars at the cabana to protect people from hitting metal edges and to improve the appearance.
- We have had a 2 hour fire inspection review, going over various elements of the property. We're pleased to report that we are in excellent condition regarding fire safety and prevention.
- We are committed to implementing our maintenance motto: "Keep it clean, keep it green, keep it neat, keep it operating — with a focus on safety."

Working with commitment for you,

James J. Walker
Association Manager