

Managers Report 1/21/2012

1. We had a really great year last year. We were able to collect on all Foreclosures with only one still in short sale including all late fees.
2. A lot has been accomplished over the past year after finishing all the walkway construction. We have cleaned out storage units, replaced all the hinges on the trash chutes, along with handles if needed. Painted all trash rooms. Painted all the stairwells with the exception of finishing some rails and doing the floors. Revised our irrigation system with John's knowledge so that the Landscaping stays looking good.
3. We have passed ALL our inspections, Fire Extinguishers, Fire Alarms, Elevators, Fire Pumps, Backflow System, Booster pumps and Domestic System along with our Pools. Our Fire Pipes in the garage had to be inspected internally to check for mold / algae, which is required by the state every 5 years and we passed. Our Fire Inspection in December we passed with NO violations thanks to John for checking all storage units and the garage. Correcting what we needed corrected. Along with removing rusted items for owners in the garage.
4. The Maintenance program we put into place a year ago that includes having the Lift Station checked and flushed twice a year due to the grease build up. Kitchen and bathroom stacks cleaned twice a year. AC stacks treated with DYE-JESTURE twice a year, clean ground floor drains twice a year in each stack.
5. Molly washes the walkways once a month and every Tuesday she blows them off with the blower. This helps to maintain the new walkways. She has a regular schedule she follows for cleaning the buildings and does it very well. Along with cleaning the north pool.
6. John has been very good about preventative maintenance on the equipment. John is very knowledgeable. John was able to replace all the broken tile at the entrance of the North & South buildings which made a big difference and saved a lot of money.
7. Since John is a Licensed General Contractor he was able to do our Wind Mitigation Inspection on both buildings and save the Association \$15,000.00 on our Wind Insurance by doing this for us.
8. Jack, our part time maintenance person has made a big difference. We have been able to keep him painting while John takes care of all our other projects. Jack has painted our Seawall, stairwells and elevator entrances.
9. Hank Mueller, Owner and Restoration member was hands on with the whole pool project, pool houses, pool deck and pool tile. Hank was very gracious to include John so he could help over see the project also. Our President Nancy Argo was also very involved Thank you all for a GREAT JOB.
10. We do have new signs on order for the pool house that will match our color scheme. We will only be placing 2 signs on each pool house along with the state required sign that is up. Eventually we would like to replace all the old green signs on the buildings on each floor with signs that match our new colors.
11. Owners we want to ask that you please do not give out storage unit keys to guests as other owners have property in the units that some guests are helping their selves to. Including expensive surfboards, rods and reels along with other items. Also we ask that you not give realtors front door keys as they tend to pass them around and do not come into the office to sign in which makes it very hard to keep up with someone going into a unit or being on property. We had one realtor show a unit we did not know about and left it open for another realtor a week later. They can come to the office and sign a key out.
12. We have started locking the trash rooms at night as we believe someone is coming late at night and dumping large items in our trash room. Someone put several large 5 gallon paint cans, small 1 gallon cans and several items that are not allowed. Large metal rusted fans, rusted cabinets, bikes and other items John has been able to catch it before Waste Management comes so that we are not fined for these items. Since doing so we are finding our trash rooms are staying cleaner and we are not having this problem.
13. Our rentals are staying about the same as last year. We have had more owners in the rental program block their unit for more months than in the past. So we are down 4 units we usually rent during the high periods. Last year we had 101 rentals, this year as to date we have 96. We have had 3 cancelations in the past month due to death or illness unfortunately as we will miss our guests.
14. I would like to let everyone know I feel we have a great team here at the Sandcastle now. We are all for the betterment of the Sandcastle. We have accomplished more than just what the eye may see. We all put a lot of hard work in that many do not realize. All our employees are very hard workers.
15. Last I would like to say Thank You to the Board for the great job they have done all year. This is a volunteer position, which comes with a lot of time they volunteer to better the Sandcastle and your investments. They have done a wonderful job just as our Restoration Committee has done for all of you! They saved the owners a lot of money and worries; this also is a volunteer position. There are not very many "AT A BOYS" for either position. And thank you for being patient with me when I get on roll when I feel something is not being done properly or not for the better of the Sandcastle. It has been another great year!

