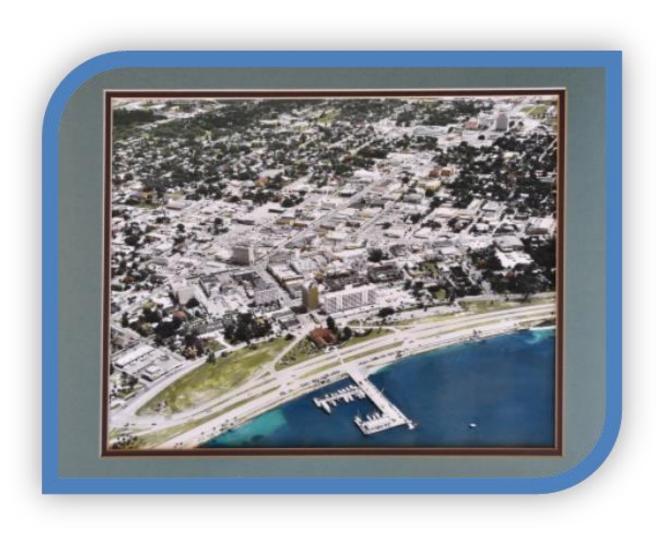
## 2014 JANUARY MANAGER'S BUSINESS REPORT



## **ADMINISTRATIVE**

1. First Quarter assessments have been received by all except unit 501. Unit 403 has received a letter regarding mandatory automatic deposit due to habitually being late in quarterly payments.



- 2. Rochelle Eisenberg has done an onsite appraisal of both garage murals and will provide an estimated opinion as to their worth / value to be refurbished.
- 3. Thunder By the Bay: Three condo managers, Marina Towers, Bay Plaza and Gulfstream Towers have combined their effort to encourage the event planner, Lucy, to discuss moving the stage from Gulfstream Avenue to another location next year and being more diligent regarding cleanup.
- 4. Rentals: Unit 401 as a new tenant, Sally Altrocchi
- 5. Don Worley will perform the "Review" Financial Report for the 2013. All 1099's have been sent out to LLC business partners.
- 6. All who have had their windows replaced have been sent the legal opinion from Najmy Thompson law office in regards to the Association position. Window petition has been acknowledged to owners who signed the petition, included was the legal opinion.
- 7. A great amount of time was expended on the upcoming projects of HVAC and painting
- 8. The annual documents needing to be updated have been done
  - a. Corporation
  - b. DBPR \$4.00 fee per unit = \$280
  - c. 2014 Update of the Frequently Asked Questions for Buyers
- 9. Unit 401 had plumbing blockage in the bathroom and was cleared by Daniels Plumbing.
- 10. Sales of units (all listed on our website): The following units are for sale:
  - a. Unit 401 b. Unit 402 c. Unit 409
  - b. Unit 907 has a contract pending

## **MAINTENANCE**

- 1. Plumbing: The kitchen '01' stack was jetted
- 2. <u>Life Safety:</u> Wayne Automatic Fire Sprinklers will replace the south stairway riser packing due to leaking
- 3. <u>Elevator</u> lighting: We ordered the ceiling lights from Man-d-tech and have replaced the lights in Cab #2.
- 4. Trash Chute: Canitize cleaned the trash chute and was impressed with how little debris was in the chute. That is because owners double bag the trash before sending it down the chute. This is on the maintenance list to be done once a year.





## **UPCOMING PROJECTS**

Replace end cap HVAC	LAUNDRY:	Netting removal on east side of the building
condensers	1. Replace the carpets	
	2. Recycle signage in laundry rooms	
Replace carports	DOORS: Door closures and some	Plumbing: jetting the bathroom "01" stack
	hinges to be replaced	
Second floor renovation	Install the guillotine in the trash	Hallway end caps repair
	chute and replace the trash doors	
Replace the fire pump pit	Repair Pool drain pipes and replace	Second floor aluminum drains on ceiling in
cover	hangers	garage to be readjusted
Fire extinguisher cabinets	Finalize painting of the fire sprinklers	Relocate air condensers drain pipe before the
are being painted		painting project
Plumbing: North garage	Painting of the building	
sanitary line replacement		