

# Manager's Report

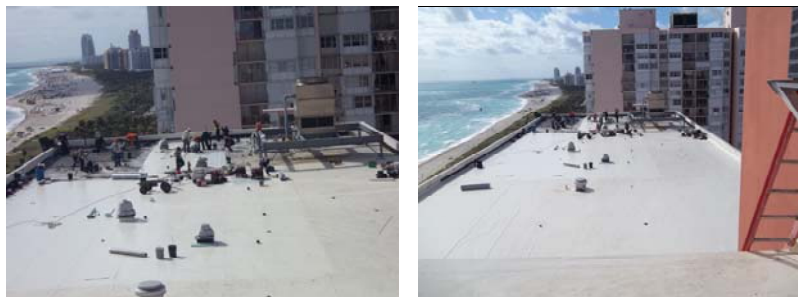
## December 2012

12/05/12

We are repairing and reinforcing the roof over the Collins Avenue walkway to prevent further intrusion of water and stucco cracks underneath the roof area. We pressured cleaned the area to remove mildew before applying the membrane to all cracks and large opening and will apply the roof sealing product Thursday.



These are shots of power strips installed to raise electrical and water piping with the old roof removed down to the light concrete; the partial completed east wing roof toward the stairwell and almost completed work to the penthouse air conditioner units. Straps to the unit are still missing as all the "finish" around goose neck, base and disconnects. All electrical and Freon lines are now inside the goose neck unit to better protect them from the elements. They should complete this work by Friday. The last dump truck was removed today. Castellano will begin repairs to 3 of the balconies on line 49 and paint almost all that were scratched by the roof material trash chute which was removed yesterday.



Per our signed service agreement, our elevator monthly service increase of 5% begins on January 2013. The new rate will be \$2697.29 per month.

We continue to have high profile vehicles ignore the entrance maximum clearance and continue to hit and damage sprinkler pipes. For this reason we are replacing the maximum clearance sign to 6 Ft.

The alarm for the exit/egress door next to the dumpster area that has been installed with the new gates arrived. Otto will install it by Friday.

Alonso continues to replace all worn video camera piping inside the east trash chute.

**12/12/12**

The new clearance sign at the garage entrance has been changed. We have now put the highest point at 6FT. We also installed new signs at the east lobby electric door.

The bedroom ceiling of #1705 has been repaired by Cantell and painted by our staff. It had water damage from the old building roof. We will also be repairing PH-L once the entire penthouse roof is completed.

We will receive approximately \$6000 from the bank that took possession of #522 which has been in foreclosure. The same bank has #1448 which should take possession shortly as well. Both of these units will be sold by the bank.

We will turn on the south pool heater on Monday 12/17/12.

We should receive our year end audit shortly. They are only waiting for the questionnaire sent to our collection counsel firm and our legal counsel firm.

To date, we have approximately \$22,000 in uncollected Special Assessment monies. Some will be collected from the two foreclosure units. The balance of uncollected will be processed thru our regular channels. Some unit owners will be coming by during the Holidays to pay their amounts owed as well.

The party renting the pool meeting room on Saturday was inconvenienced by black water coming into the bathrooms. Our staff did clean up the bathrooms and kitchen sink but we will not be charging them the regular cleaning fee. The room was cleaned during our maintenance regular hours.

The dead palm tree on Collins Avenue in front of the Dentist shop finally bent over and broke. Staff was able to just pull it out of the ground and discard it.

The rear new black gates and pedestrian's exit from out the trash area has almost been installed. We will install the alarm which notifies when the door is used before we open it for use during an emergency.

We have 12 seasonal tenants that have arrived for the winter. Many will be with us thru March.

These are some pictures of all the exhaust vents our staff had to extend to at least 8" so the roof company could cover the sides up the as required then clamp. Each of these pipes also has a sacrifice pad which is a second ledger of material around each one.



The roofers assisted in making the opening and then covering the light weight concrete to the wiring of the east riser exhausts fans which we needed to not leave it hanging from one fan to the other. Staff rewired the two fans from the inside of each and installed disconnects for each one.

These are some pictures of the finished pool roof area.



These are pictures of the 40 new rope anchors that needed to be fabricated and installed in both the east and west wing. When the old roof was removed, the pitch pans and pvc extensions inserted within the galvanize section inside the roof slab, would not have been sufficient for future use and were dangerous. Decision was made to have the new ones drilled into the slab underneath the light weight concrete. The light weight was then filled in and roof material placed around each of the anchors. While doing this, we found material under the light weight of even an older roof placed back around 1992. It has been much more complicated to erect these new anchors..



All the exterior walls surrounding the generator fuel tank were pressured washed and painted. The fuel tank room was also repainted and awaits the landscaping work that is pending.

We are making repairs to walls and painting in the pool area above cabanas 01-11 and meeting room.

At today's Special Master hearing, the Judge stopped the daily fine for non-compliance of completing the 40 year recertification. He gave us the final date of February 28<sup>th</sup>, 2013. If we are not finished by that hearing, he will impose a new fine of \$600 per day.

**12/20/12**

The matter of the generator room and negative pressure which did not allow the doors to be opened when the unit is on has been resolved and the load bank test was performed yesterday. Now A&P Electrical will finish connecting the cables to the new transfer switch and call for an electrical inspection. At that time, we pay FPL for a shutdown and full final inspection with the City of Miami Beach. Once that is completed, we can disconnect from the old transfer switch and return the rented temporary generator in the visitor parking lot. FPL does have about a 3 week schedule back order so we will hope to finish by the end of January. The building will be fully certified before our scheduled Special Master hearing of February 28<sup>th</sup>.

Staff has done a lot of work in repairing small cracks on the pool roof area and has completed painting the roof walls and other walls around the pool building. The shower behind the small pool has been completely repaired and painted as the crack on the outer wall of the small pool.

The rear emergency door located next to the new gates by the trash area has the alarm installed and set at 3 minutes. This should be ample time so that security personnel may check the area. They are able to stop the alarm but need to be sure it has reset. The rear double gates need a couple of more items installed but it has been in use since the beginning.

Pool heater was set on Friday at 84 degrees. We will adjust it as necessary.

The 10<sup>th</sup> floor water valve located between the 22/24 lines have been repaired since last week. We need time to allow the wall to dry out and was just plastered and painted yesterday.

A&P Electrical took over to complete the work in the penthouse a/c units. Staff of the mechanical contractor got ill and we rather not wait. We did work it out with original mechanical contractor. Electrical work was completed Wednesday. I believe we need the Freon covers for a few more units and straps over the units to be completed.

We have had a lot of rodent activity since the construction of the Marriott as well as the The Mirasol condominium. We had to purchase 10 additional bait stations to install in the outside of the building to assist in preventing them from coming in. From yesterday's service it seems the additional stations are working from the amount of poison that was eaten. We are monitoring this closely and doing all we can to keep them out. We had an additional \$475 of expense in the purchase of stations and traps and the service amount from \$50 monthly to \$75.

We have 285 rented units at this time. We have billed \$845 in work orders.

We had a moving truck hit and damaged the bottom of the entrance as he was going back out the visitor area. We advised the tenant moving out \$100 would be deducted from her security deposit for the repairs and painting. Perhaps she should take our pictures and deduct it from the movers. She advised us she had told them to go on to 27<sup>th</sup> street.

The holiday lights will be lit on the 24<sup>th</sup> till 1AM and on the 31<sup>st</sup> till 2AM for everyone to enjoy.

### **01/03/13**

All the penthouse a/c compressors on the roof have been completed. The owners had a small portion of the cost passed on to them. This is a picture of the final work completed. The roof membrane covers each leg of the stand and each of the ditch pans and goose neck where the electrical wiring was put through. They have new disconnects and junction boxes. No one without staff supervision will be allowed to go up on the roof once the work is completed.



Otto found the north pac pump leaking. This unit was replaced July 2012. The salt water is damaging these units much faster than in the pass. We have tried better quality pumps but it is not worth the cost for the time they are lasting. Jim Simpson will come out this week to see if it can be salvaged but we don't have a lot of hope.

We have 16 apartments rented by our seasonal residents.

We billed \$880 in work orders for the month of December.

Cantell (Adolfo) continues to work on the Life Safety project. We closed the door from the mail boxes out to the parking garage for at least a couple of days so he could install the new door.

The fence company we are using to surround the temporary generator in the visitor parking will bill us monthly once the 6 month contract expires January 26<sup>th</sup>. We should only need to pay one more month since we hope the generator project to be completed by the end of the month.

The medical insurance for employees went up about 6% which is much less than we expected. We had budgeted about 10% on the current budget. The increase takes effect in March. Staff will continue to pay the 15% contribution which has been established for a long time.

Duran Roofing returned to work completing the penthouse metal work. They plan to finish by the end of the month.

Jim Simpson came Thursday to see the small hole which was made at the housing of the north pacu pump. This does seem to be a manufacturing defect when it was made. This pump was just installed in August and they normally last about 16-18 months. (No matter what material we purchase for the salt water pumps). He is getting the company to send out a new housing and will install it as soon as received.

### **01/10/13**

The two steel bollards required to be installed under the a/c unit in the garbage area were just ordered. I found them for \$225 each including shipping. This is part of the Life Safety project. Cantell completed the installation of with the new door way out of the mail box area.

The City also required us to install chains on the escape hatches about each of the passenger elevators. This cost is billable since it is not an item that existed in our elevators in the past. We also had to purchase an evacuation booklet which is to be held in the machine rooms. We have a problem with the Section 8 voucher program residents that will not be renewed if we do not post the new elevator certificates. I have been working with Schindler to finalize these items so the City may come back out to inspect and provide the certificates.

The alarm company has pulled the permit for the installation of the heat and smoke detectors required in all laundry rooms and a/c hallway closets. They will be here January 15<sup>th</sup> to install. Once they are completed, we will call the programmer for the alarm system.

We made the change on our Rules & Regulations to the new garage height maximum restriction of 6 feet. This notice will be mailed to all owners with the second package of the elections. The package for new residents has the changes included.

Staff is repairing the wall located between lines 47-49 once the hot water valve of the 10<sup>th</sup> floor hallway was replaced. To date, Otto repaired or changed 5 pressure valves that were installed in the hallway of the 10<sup>th</sup> floor about 4 ½ years ago.

We have 20 seasonal residents that are renting units here during the winter months. We have 282 non seasonal units rented.

We rented 6 parking spaces at the visitor area for the Marriott project sales personnel. They have a young man as a "valet" to greet the people coming to see the penthouses units which are for sale. This is a slow time for us and we made this possible till April without commitment of holding spaces opened. They have informed me they have sold 3 of the 26 units.

We ordered material of landscaping edger, mulch and decorative rocks from Home Depot to be delivered Tuesday so we may finish the 25 remaining palm trees, coconut trees and shrubs between the building and the pool area. We also want to clean out and put rocks in the 10 areas not done along Collins Avenue. We did the work to 5 of the sections to see how it held up and this will look nicer and help with the weeds. These costs totaled \$1055 including the delivery from Home Dept.

I spoke to Thermal Concept to see if they could lower cost of the two jobs pending. They lowered the boiler room exhaust fan and metal work to \$10,000 and to clean the heat exchange system during the colder months, to \$8000. We do have to schedule this work soon. I need to get Board approval to schedule this work. The savings was \$850.00

We have saved \$4600 in water sewer cost since September when we stopped paying ECS the 50% of the savings. This is from the 5 sub meters installed at the 2 pools, the 2 cooling towers and our irrigation system two years ago.

Staff is painting the drain covers installed at the pool roof. Even though they are galvanized, we want to prevent them from rusting due to the salt air.

Duran Roofing will return on Monday to finish the roof work. There had been waiting for the same color material of the metal facia.

Jim of Simpson Pumps did email the owner of the manufacturing company regarding the defect in the housing of our pacu salt water pump which got a pinhole within 6 months of its installation. He is waiting to hear from them. I emailed them as well at Jim's request to move them along.

We are placing the signs on the new doors installed as well as the outside of the rear exit black gates and egress door which only needs the walkway painted and an exit sign placed on the wall next to the door.

The landscaping company will be out next Monday so we can discuss the work needed around the generator fuel tank at the entrance.

We had to order an extra recycling pick up per week. We have way too many bottles and boxes from the commercial units and not enough with pick up just Tuesdays and Thursdays. They will now come Monday, Wednesday and Fridays and the increase was \$80 per month plus taxes.