

Manager's Report for October 2018

2018 Summer Project List

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Seal Memorial Pavers

Continue Walkway for Tennis Courts

New Concrete Bumper Rails At Bocce

New Pickle Ball Courts

Landscape Phase II Pool

Plant 20 Trees

Landscape Joy Court

Computer Club

Manager's Office

Electric for Pickle Ball & Horse shoe pit

Awning For Shuffleboard Courts

Kitchen

New Kitchen Door Phase II

Phase II Ceramics Building

LED Lighting

A/C Work

Total Expenses

Bocce Ball Courts Construction Project

The Bocce Ball courts have had the same bumpers for the last 20 years. They are pressure treated boards that are severely split and warped. I viewed several communities and spoke with the bocce committee and came to the conclusion to replace them with concrete bumpers. The Board selected Cement Scapes to complete the project.

Original Bid	\$ 7,168.00
Addition to original specifications	\$ 300.00
Incidentals for prep work	\$ 389.75
Total	\$ 7,857.75
Funds used from Restricted reserve under Bocce	\$ 7,468.00
Funds used from operating	\$ 389.75
Beginning Balance	\$ 15,000.00
Remaining Balance	\$ 7,532.00

Pickle Ball Construction Project

Due to the increase in play at the pickle ball courts and the poor quality of the existing courts, the Board of Trustees approved four new courts. The Board approved Nidy Sports Construction Company at a Board meeting as the successful bidder.

During demolition of the existing courts Nidy came across an inverted crown in the center of the asphalt. There was an additional 4" of asphalt running down the center of the court the entire length. Due to the circumstances, additional stone was required to level the court and provide the correct pitch for water run off. This resulted to a change order to the original bid. All funds came from the restricted reserve and donations from the Men's club as well as the Homeowners.

Original Bid	\$ 36,363.00
Change order	\$ 2,500.00
Total	\$ 38,863.00

Starting balance reserve contigcy Pickle ball	\$ 29,650.00
Donations from men's club and Homeowner's	\$ 7,000.00
Transfer from Reserve contingency	\$ 2,500.00
Total	\$ 39,150.00

Balance in Pickle ball Reserve	\$ 287.00
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Manager's Office Project

Managers Office

For years I have had an open office concept and could not have discussions with residents or Trustees in confidence without the possibility of interruptions. I used the same space but designed the office in a different manner to provide privacy.

Operating funds used for miscellaneous supplies.	\$ 670.82
Operating funds used for new desk and bookshelf.	\$ 2,023.00
Total	\$ 2,693.82



I'll Get Right On It.

Phase II Ceramics Building Project

In 2017 the Board of trustees decided to give our buildings a facelift. After one year of planning and consulting with architects, the Board allowed the manager to take the project on without much information. The lowest amount we had received for a conceptual drawing to change our look was over \$7,000.00. the following is a break down of the cost to complete building. The labor was performed in house with the exception to the exterior stucco finish. The figures do not include labor as labor costs are a fixed amount in the operating budget.

Total funds used from operating budget.	\$ 988.12
Total funds used from operating contingency.	\$ 4,220.34
Total funds used from restricted line item <i>long range building</i>	\$ 1,265.00
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	\$ 6,473.46



Before



After

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LED Lighting

Over the past eight years we have taken on a long range project to reduce the amount of electricity being used. Some of the projects we have already completed are:

Installed new programmable thermostats in all the buildings.
Installed new motion sensor lighting in restrooms.
Installed new motions sensor lighting on walkways by buildings.
Removed and replaced 100w - 500w parking lot lights with LED lights.
Replaced all Christmas lighting with LED lights.
All Landscape lights have been changed out to Led lights.
Installed high seer air conditioning units.

2017/2018 fiscal year budget has had the following improvements to reduce the electricity usage.

Ceramic building interior and exterior lighting.
21 new LED lights have been installed.
6 exterior - new lighting.
10 interior - replaced old fluorescent lighting.
3 ladies room - replaced old 100w bulbs.
2 men's room - replaced old 100w bulbs.
4 replacement attachments.

Phase I building all exterior halls and over hangs.

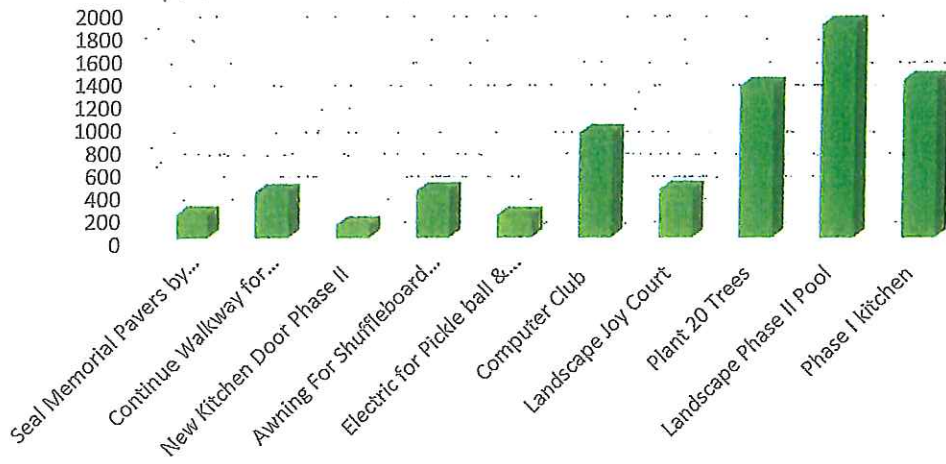
Phase II building breezeway.

Can and light cost -	\$ 20.00
Led attachment cost	\$ 5.00
21 new	\$ 420.00
4 replace	\$ 20.00
total	\$ 440.00
7 new	\$ 140.00
28 replace	\$ 140.00
15 replace	\$ 75.00
Total	\$ 795.00

General Maintenance Projects 2018

<u>Project</u>	<u>Cost</u>
Seal Memorial Pavers by main gazebo on Tuscola.	\$ 200.00
Continue Walkway for Tennis Courts	\$ 394.68
New Kitchen Door Phase II	\$ 109.00
Awning For Shuffleboard Courts	\$ 408.16
Electric for Pickle ball & Horse shoe	\$ 191.00
Computer Club	\$ 914.47
Landscape Joy Court	\$ 417.00
Plant 20 Trees	\$ 1,328.16
Landscape Phase II Pool	\$ 1,865.00
Phase I kitchen	<u>\$ 1,380.21</u>
Total	\$ 7,207.68

Project comparison



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Air Conditioner Work Completed This Summer

The following is a list of the air conditioner repairs and replacements with location.

<u>Unit Location</u>	<u>Company</u>	<u>Cost</u>	<u>Fund Location</u>
Phase II Laundry room	Cooling Dynamics	\$ 5,717.02	Capital Improvements
Phase II Billiards room	Cooling Dynamics	\$ 841.50	General Maintenance
Phase I Main hall unit 1	Total Comfort	\$ 8,750.00	Long range bldg. maintenance
Phase I Main hall unit 2	Total Comfort	\$ 2,200.00	Reserve Contingency
Phase I Lobby	Total Comfort	\$ 1,700.00	Long range bldg. maintenance
Same Unit	Antini Electric	\$ 2,600.00	Long range bldg. maintenance
	Total	<u>\$ 21,808.52</u>	

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Budget line item Budgeted Amount Expenses Balance

<u>General Maintenance Misc.</u>	\$	27,000.00	\$	12,915.87	\$	14,084.13
<u>Grounds and Landscape</u>	\$	10,000.00	\$	2,282.00	\$	7,718.00
<u>Trees</u>	\$	8,000.00	\$	1,328.16	\$	6,671.84
<u>Operating Contingency</u>	\$	8,000.00	\$	4,220.34	\$	3,779.66

Restricted Reserve

<u>Bocce Courts</u>	\$	15,000.00	\$	7,468.00	\$	7,532.00
<u>Pickle ball Courts</u>	\$	39,150.00	\$	38,863.00	\$	287.00
<u>Long Range Building Plans</u>	\$	45,567.33	\$	14,315.00	\$	31,252.33
<u>Reserve Contingency</u>	\$	56,536.00	\$	4,700.00	\$	51,836.00

Chart Title

