

## MEMORANDUM

**TO:** Board of Governors  
**FROM:** LOU BRAWER, PROPERTY MANAGER  
**DATE:** April 18, 2006  
**RE:** Property Manager's Report

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The spring holiday season is now behind us and unfortunately we must now turn our attention to preparing for the 2006 hurricane season. All of the lessons that we learned from the previous years are being put into our planning for this year. In the very near future we will be meeting with all of our key vendors to see what we all can do to make sure everything possible is planned well ahead of time. It is my goal that in the event of a storm that Eagle Trace is the first community in Coral Springs that has all streets open and all debris cleaned up.

We will be sending out a newsletter in the near future outlining our plans to the residents and giving them tips to help make this a safe season for everyone.

I am very pleased with the transition in leadership from Ira Josephson to Marty Friedman. While there are some differences in leadership styles both gentlemen have been very easy to work with and both have had the best interest of Eagle Trace at heart. I have very good feelings about the direction the community will take during the next two years.

*Office Management-* As mentioned above the primary focus during the next month will be on hurricane preparation. Besides all of the physical preparations we will also be busy making sure all of our paperwork and files are updated and copied so that in the event of a storm they can be easily gathered and brought to a safe location.

As a follow up to last month's report and meeting I am pleased to report that all of our insurances are in full force. As you are all well aware there are many items that were covered in the past but are not covered this year. The staff will take extra care to try to protect this property as well as possible. Items that are not included in this year's policy include:

- Tennis Courts
- Fences
- All lighting (street and tennis courts)
- Gate Arm Systems
- Street Signs

Since there was some concern that we did not get the best coverage possible I have asked our agent, Ralph Russo, to prepare a list of the companies that refused to cover our community and what several other companies offered. I must commend Mr. Russo for doing a very complete search for replacement coverage.

*Inspections*— Inspections have started up again and letters are being sent out to residents. The first large scale mailing of violation letters have just gone out and I am pleased that the majority of the residents have fully restored their properties.

Residents are continuing to submit Architectural applications for work being done around their property. Letters are also going out to several residents asking for status reports on

their repairs. These letters are going only to residents that we have not received Architectural applications from and have obvious damage to their homes.

***Landscaping*** – Potter Landscaping has completed the installation of our spring annuals at each of the gates and along Eagle Trace Blvd. These flowers should be in full blow within the next week or so.

I am very pleased with how green the community looks especially with the lack of rain. I must commend the staff for all their hard work keeping the irrigation systems working at peak performance.

Additional proposals will be brought before the Board this month. As you can see landscaping is something that will need to be done regularly.

***Pick-up trucks and Parking Violations***— At the present time there is no problem with residents and their trucks. I have been able to work with residents who have problems with parking. Parking rules are being stressed to all new residents.

***Tennis Center***—Management has been working on proposed rules and regulations for the tennis courts. I am pleased that we are able to present these tonight for Board approval. If the rules and regulations are passed they will be mailed to all Eagle Trace residents within the week. I will also ask the Association Managers for Vitzcaya and Venetian Isles to mail these to their residents as well.

The demolition of the gazebo has been completed and Potter has repaired the landscaping that was damaged. I am now looking into difference types of tables, chairs, and umbrellas for this area. I hope to have proposals by the next meeting.

Eric Ackerman has completed the Web Site Reservation System and the changes that were needed after Nancy Frank and I ran a test of the system. An announcement of this system will be sent along with the rules and regulations.

***Community Security***- The police department has not released the crime/incident report for March as of today. Once this information is received I will pass it on to Board members.

We are presently testing several security cameras at the tennis center. I have asked Mark Mills to give us a proposal on these cameras for the next month's meeting. If you would like to see the cameras you can view the images at the North gate office.

The temporary speed bump and sign has been ordered for the area just inside the West Gate. I have also had preliminary discussions with Gate Systems (our gate repair company) on moving the antenna so that residents will not be able to open the gate from so far away. They hope to have a proposal to me within the next week.

***Street Sign Replacement*** – The production and installation of the new signs has begun. All of the street blades have been installed and now the graphics are being put in place. Once this is complete the eagles will be installed and the signs will have all the touch up paint done. The final stage of the project will be the installation of the road signs that were damaged during the storm.

The staff has also completed the installation of magnetic closures on the black mailboxes throughout the community.

***The Eagle Tracer*** – Ted Scatterd and I have been talking about the next issue of the Eagle Tracer and we both feel that it will now be a good time to get on out. Articles will deal with the following:

**Tennis Center Renovations**  
**Tennis Center Rules and Regulations**  
**Architectural standards**  
**Street sin project**  
**Landscaping Projects**  
**Security cameras**  
**Election results**  
**Letter from the President**

**I am currently waiting for our DJ to give me his available dates for a late May or early June party. Once I know when he is available I will arrange the other aspects of the party.**

**Should you have any questions about these or other issues I will be more than happy to address them.**

**Sincerely,**

**Louis Brawer**  
**Property Manager**