

## MEMORANDUM

**TO:** Board of Governors  
**FROM:** LOU BRAWER, PROPERTY MANAGER  
**DATE:** July 21, 2005  
**RE:** Property Manager's Report

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The dog days of summer are continuing with the heat, humidity, and daily rain storms. Before you know it, however, summer will turn into fall and our children will be back in school. I still cannot believe that school begins in just two short weeks.

The summer months have allowed for vacation time and a time for everyone to move a little slower. The staff has, however, been able to complete much of our summer cleaning tasks. Pressure cleaning, painting, and cleaning have all been on our summer "to do" list.

During June and July we have also been able to replace the doors on the East gatehouse which were rotting away. We will also be looking at replacing the ones on the North Gatehouse in the coming months.

***Management*** – The plans for our new administrative/maintenance building are continuing to move forward. We have received the final approval of our site plan from the city and the architect is moving forward on the construction drawings. It is estimated that we will be able to have a full set of construction drawings within the next four to six weeks. At that point we will put the project out to bid. I have also started to collect the names of General Contractors.

Beginning in early August we will start working on our 2006 budget. This year the budget will be a little harder because we will need to factor in the operating costs of the new building for at least six months of 2006.

***Inspections***— Because of the number of rain days during June and early July we have put off inspections. I plan on doing July inspections next week and will report the results to the Board via e-mail.

***Landscaping*** – Potter Landscaping has completed the planting around the front of the Fairways sign. Nina has proposed work to clean up the rear of the sign. The only other project that I am considering at this time is the renovation of the island on Winged Foot and Colonial Drive. This is one of the oldest islands in the community and the plants are showing their age. Attached is the proposal for this project.

***Pick-up trucks and Parking Violations***— Residents continue follow our parking rules with few exceptions. Residents that need special exceptions are handled on a case-by-case basis. It has not been necessary to relax our parking rules this summer. Special

exceptions have been few. We did suspend the parking rules on the weekend of the hurricane.

***Tennis Center***— Summer months have been very slow. The summer camp has not been as well attended as in previous years but I think this was caused by the change in summer vacation schedules. The Tennis Center staff is already planning the fall's youth program which will start right after school starts in early August.

The ladies teams are all set and the fall league play will start in mid to late August. We wish all of our teams good success.

The condition of our courts has deteriorated due the large amount of rain. The staff has been able to do some patch work but I am afraid that we will need major clay replacement after the rainy season ends. I will be better able to report on this next month.

The windscreens that were damaged during last year's hurricanes have been ordered and will be installed just prior to the start of the fall leagues play. We are also working on finding a better way to secure the screens in the event of a major storm.

It was also necessary this month to order two new water fountains. These will be installed next week.

Bids are also being worked on to replace the roof on the gazebo. The holes are getting worse and I am afraid that we will not be able to wait much longer to either repair or replace the roof. It is hoped that the scope of the work and the bids can be presented at the next Board meeting.

Youth League Tennis has again approached us to run a program in the fall. Ann Marie is collecting information and we will evaluate it to see if the program is worth it for us even though there was no expense to the club.

The current membership numbers are as follows:

Resident Single	38
Resident Family	10
Non-Resident Single	98
Non-Resident Family	06
Total	154

We have received deposits from 12 new ladies that will have their memberships starting in August.

***Community Security*** – The Coral Springs Police Department has reported two crimes within the community. One involved a car that was broken into the other involved damage to the golf course (see below). There was also an evening when two or three youths went down Glenmore Drive going into cars that were unlocked. Items taken were few and no damage was reported.

During the past month there has been an increase in police presence in the community as promised by the Chief. I am glad to report that the police were able to catch one teenager who was driving a car on the golf course. The person was arrested and the golf club is pressing charges.

One of the other youths that we had targeted for causing vandalism was talked to and I am glad to report has not caused any recent problems.

*The Eagle Tracer* – The second issue of the “Eagle Tracer” is being designed now and should be going to the printer within the next two weeks. It will report on the Block Party and touch on hurricane safety.

The committee is shooting for a third issue to go out in mid November. This issue will talk about the Halloween Party and the planning for the new building.

*Halloween* – Our annual Halloween Party this year will be held on October 29, 2005. I have already contracted with the DJ and the caterer and will be finalizing plans for the tent and rides within the next couple of weeks. The event will again center around our children and will be a compliment to our very successful Block Party.

Halloween night this year falls on Monday, October 31, 2005. We will have our usual patrols including:

Florida Highway Patrol  
Wackenhut  
Eagle Trace staff  
Volunteers

It is hoped that because it is a school night that everyone will have their fun and go home early. As usual I am looking for volunteers to ride around the community helping to keep the peace.

*Street Sweeping* – The next street sweeping will take place prior to the Jewish holidays in early fall.

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

Sincerely,

Louis Brawer  
Property Manager