

MEMORANDUM

TO: Board of Governors
FROM: LOU BRAWER, ASSOCIATION MANAGER
DATE: September 19, 2006
RE: Manager's Report

It has been awhile since the last time we met and a lot has gone on during that time. As I am sure you are all aware the move to the new office is now complete and I am fully operational in this beautiful new space. I thank everyone for helping to see my vision on how this space could better serve Eagle Trace.

For those of you that were not involved or do not remember I promised the Board that I would hire an assistant only if I had a private office. I never thought that I would ever see the day when I would need to hire someone but it has arrived and yes I have recommended a candidate for the position. This person was interviewed by a committee of Board members and was recommended for employment. Her name is Carol Karman and comes to us with a long history of customer service. I truly feel that she will fit right in a quickly become an asset to the community. She will be starting in mid October.

Eagle Trace was ready for Ernesto put luckily it turned out to be nothing. I did take the precautions of taking the guards out of duty for a twelve hour period and maybe it was not necessary but the decision was made so that the work of taking down the gates could be done during daylight hours. The next morning the guards and gates were back in full operation by 8:00am. All the computers and radio links came back up without any problems.

The generators were not taken out but they were started up and all worked according to plan.

All in all in was a good drill that I hope we will not have to do again this season.

Weather has caused some other interesting events during the course of the summer. One major afternoon rain storm caused major flooding on just about every street in the community. The roads were so bad that I ordered the gates not to admit any quests until the water had a chance to go down. After the rain stopped it only took about 20 minutes for all the water to go down. At that time everything will return to normal operations. I thank my staff and the Wackenhut staff for all their help during this weather event. The only damage was a lightening hit to the Georgetown irrigation clock.

During normal afternoon rain events there has been little or no flooding.

Inspections— Monthly inspections for September have not been completed as yet but letters were sent to those with very dirty roofs or any other major problems. This was done because of the large number of days of rain and the large number of residents that are still waiting on roof work and insurance settlements. Summer months are also the worst for residents to do work on their homes even during “normal” years. Starting in late October and November is when residents work at getting their homes ready for the holidays.

Landscaping – Potter Landscaping has had a very hard time keeping up with their normal work between dodging rain storms

There are several major projects that I have asked Potter to give some thought to and to start working on proposals. These projects are:

The clean up to the berm behind NW 14th Street and NW 127th
Avenue
Renovations to the North Gate

I have also asked Nina Potter to start developing a master plan for the community. As you are all aware a community needs constant replacement of landscaping and it would be helpful in our budgeting process to have an idea of what will need to be done and when.

Finally we have asked Nina to work on a landscape plan for the area where tennis courts 8 through 11 were. We will also be talking to basketball court installers to get prices on putting a basketball court.

Pick-up trucks and Parking Violations— At the present time there are no problems 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.

Parking rules were relaxed during the summer and during the storm period. They are still being relaxed because of the upcoming Jewish holidays. All rules will be back in effect by October 10th. Signs will be placed at the gates announcing this.

Tennis Facility— Operations are running very smoothly and I am happy to report that there have been no problems reported to me by residents. The on line reservation system is working and each morning the reservations for that day are posted.

Mr. Mattezzi has been having good success with his programs and it seems that he is having a successful summer program for our children. He has paid his rent each month on time.

The courts are in need of clay replacement. Unfortunately this cannot be done due to the daily rains. It takes a minimum of two dry days in order to put clay down. We will get it done as soon as possible.

Several wind screens were torn during Tropical Storm Ernesto and others still need to be replaced from last year. I have ordered all these and they should be installed within the month.

We have also had to replace one of the water coolers. This will be done this week.

Finally, one team will be representing Eagle Trace in the Ladies Broward Friday League. The team is made up of 6 residents and 4 non residents. Several other Eagle Trace residents will be serving as substitutes.

Community Security- It was an especially quiet summer with only one incident reported to our office or the police. This was a car that was broken into. It was not clear if the car was left unlocked or not.

TPC has also reported that they only had one incident where a car drove up to the bag drop and stole a set of golf clubs. Due to a combined effort of Eagle Trace, Wackenhut, and the Coral Springs Police the person was found and the clubs recovered. I am not sure if the club member is pressing charges.

Everyone seems very pleased with the new speed hump installed inside the West Gate. New signs have also been installed.

Street Sign Replacement – The street sign replacement project is complete. The final sign for the new office was installed last week.

I am currently working with Mailbox World on the final draft on the mailbox refinishing plan that will be offered to residents. I hope to have this ready to be mailed out shortly and to schedule the work for right after hurricane season.

The Eagle Tracer – I hope that everyone was pleased with the last issue of the Eagle Tracer. I am working on the next issue to go out by the end of the month. It will be a smaller issue with the following included:

- Introduction of the new office
- Introduction of my new assistant
- Halloween Party announcement
- Gatehouse camera update
- Budget update?
- Rule reminder
- ARC reminder
- Guest list update reminder
- Letter from our President
- Manager's Report

Community Party – The date for this year's Halloween Block Party is Saturday, October 28, 2006. The caterer, DJ, tent, and rides are all in place. The blood mobile has also asked to again attend. I am looking forward to another great event. I hope all Board members will attend.

Finally on a personal note I would like to thank everyone for their wishes on my wife's recent injury. She seems to be getting better each day and hopes to be up and around in time for the Halloween Party.

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

Sincerely,

Louis Brawer
Association Manager