

MANAGER'S REPORT – APRIL 2008

ADMINISTRATION

- 8 liens were filed for Q1 delinquent assessments. This is just a few higher than I usually file, one has paid already.
- The office is receiving quite a few calls from interested prospective homeowners. They want to know about swim teams, number of children on a street, future development, are the pools heated and where to access board minutes. We have talked to 5 different people this week alone.
- I have completed the paperwork on the uninsured motorists automobile insurance policies.
- Summer lifeguard letters have been sent out and preliminary plans for ht summer aquatics programs have been developed. I have received only one other call about the revised pool hours and he was fine when I explained the whys and hows.
- Tennis – Stan Vaughn, our young resident tennis pro will be back for the summer offering programming. He was second at the State High School Competition this past fall and is a fine young man. He will have the appropriate insurance and sign the necessary contracts as last year.
- The summer Rec brochure is being compiled and will be published with the May Genescene.
- The special events permit for the 4th of July has been submitted to the County
- We published an election issue for the Special Districts. It was not easy to get both districts one on the same page, but I think it turned out well.
- I have sent in the necessary paperwork to renew our lease and \$1,000 lease payment for the school site.
- Summer seasonals have been hired and uniforms ordered.
- Home tour has started. The largest issue is storage of items under decks, along the sides of the house, construction debris in the front yards and Holiday decorations.
- Medical insurance for staff has been renewed. Increases averaged 13%, 10% was budgeted. Staff will have payroll deduction starting May 1 to pick up their 50% of the increase. Three staff members have opted out of the program so we will be under budget.
- We have begun work on the Vision Committee area of our web site.
- We are working n the Oxley library as time permits. Since Helen has left, we do not have anyone looking over this area and keeping it organized. Karen and I are completing this task.
- The ARC and Finance manuals have been updated.
- All audit papers have been delivered to the auditor. I am still waiting for an actual date to begin.

MAINTENANCE

- Internal clubhouse painting is completed.

- Pool supplies and parts have been ordered. Jim will start opening the pools the last week in April.
- Deck repairs are completed. The staff has rebuilt the steps and supporting structure underneath the steps. We still need to paint.
- Trucks have been given a good maintenance sweep and one of the older trucks will get front end repairs later this month.
- Tennis court windscreen hanging has begun.
- Minor landscape repairs along private drives have begun.
- Safety training was completed on vehicle operations, elevator rescue, electrical safety and MSDS sheets.
- The roads manual has been updated. We use this for the overlay program.

OPEN SPACE

Dwarf Mistletoe

- Bids were received and sent to GEM Committee Chair / Genesee Foundation Management Liaison / Genesee Foundation Treasurer for review.
- The tree removal contractor Alonzi Forescaping has been selected to complete this project.
- The bid price is \$2,000 which is \$3,000 under budget.
- Contracts will be signed in May to incorporate changes in work arising from resident walkthroughs.

Shaded Fuel Break Tree Removal

- Bids were received and sent to GEM Committee Chair / Genesee Foundation Management Liaison / Genesee Foundation Treasurer for review.
- The tree removal contractor Tree Musketeers has been selected to complete this project.
- The bid price is \$8,450, which is \$21,550 under budget.
- Contracts will be signed in May to incorporate changes in work arising from resident walkthroughs.

Forest Health Thinning

- Bids were received and sent to GEM Committee Chair / Genesee Foundation Management Liaison / Genesee Foundation Treasurer for review.
- The tree removal contractor Tree Musketeers has been selected to complete this project.
- The bid price is \$14,857, which is \$9,857 over budget.
- Contracts will be signed in May to incorporate changes in work arising from resident walkthroughs.

Aspen Regeneration

- Bids were received and sent to GEM Committee Chair / Genesee Foundation Management Liaison / Genesee Foundation Treasurer for review.
- The tree removal contractor Tree Musketeers has been selected to complete this project.
- The bid price is \$2,595, which is \$5 under budget.
- Contracts will be signed in May to incorporate changes in work arising from resident walkthroughs.

Meadow Restoration

- Bids were received and sent to GEM Committee Chair / Genesee Foundation Management Liaison / Genesee Foundation Treasurer for review.
- The tree removal contractor Tree Musketeers has been selected to complete this project.
- The bid price is \$2,206, which is \$1,206 over budget.
- Contracts will be signed in May to incorporate changes in work arising from resident walkthroughs.

Streamside Assessment

- Bids have been received; contractor recommendations have been made and submitted to the GEM committee.

Erosion Control

- A planning Meeting occurred with Jefferson County Road and Bridge on April 1st.
- Equipment will be mobilized to Genesee the week of March 31 2008, with major work occurring the week of April 7th.
- Work on Genesee Open Space erosion areas is scheduled to begin in April or May.
- Bitterroot access has been revegetated as we were not satisfied with the original results.

Open Space Budget Update

Project	Budgeted amount	Contract amount	Variance	Notes
Forest Health Thinning	\$5,000	\$14,857	\$9,857 over budgeted amount.	Project size increased because shaded fuel break cost is less than budgeted amount. There are additional opportunities to augment this project to meet overall forestry budget totals.
Shaded Fuel Break	\$30,000	\$8,450	\$21,550 under budgeted amount	Additional funds can be used to augment forest health thinning to create a shaded fuel break and expand the total project area.
Mistletoe	\$5,000	\$2,000	\$3,000 under budget	There are opportunities to add additional dwarf mistletoe treatment to meet budget total.
Meadows	\$1,000	\$2,206	\$1,206 over budgeted amount.	Funds can be used from shaded fuel break tree thinning.
Aspen	\$3,000	\$2,595	\$5 under budgeted amount	
Forestry Contractors	\$13,000	N/A	N/A	Line item for dead / hazard tree removal & Streamside Assessment contract work
			\$13,492 Available in budget	Additional funds can be used to augment shaded fuel break, forest health thinning, dwarf mistletoe control and the streamside assessment.