

MANAGER'S REPORT

January 10, 2007

OPEN SPACE

Sanitation Thinning

- Work began in December 2006; currently the project is on hold until the snow melts enough to continue.
- Access was granted through private property in Bear Creek Highlands in return for removing some old slash piles on the lot.
- It is estimated that work will be complete by March 2007.

2007 Open Space Managers Report

- The 2007 Open Space Managers Report was approved by the Genesee Board of Directors in December 2006.
- Once treatment prescriptions are made, a draft Open Space Managers Report will be submitted for review by the Board of Directors, GEM Committee and Genesee residents.

2007 Grant Update

- The grant application was received from the Jefferson County Department of Emergency Management and is ready for submission upon approval from the GEM Committee.
- At this time, funding availability is unknown due to 2006 grant awards. Once these grants have been closed funds may or may not be available, any grant submission received by Jefferson County will be placed on a "waiting list".

Shaded Fuel Break

- A survey company was contacted to located property lines adjacent to the Shaded Fuel Break Area 2, North of Shingle Creek Road, this will be delayed due to the snow.
- Bjorn Dahl, of Dahl Environmental Services has been contacted to review and submit a bid proposal to create treatment prescriptions for Genesee's 2007 Open Space Management activities, specifically the shaded fuel break and Dwarf Mistletoe areas.
- The grants have been submitted.

ADMINISTRATION

Patrol Contract

- Scott Albertson has continues conversations with Jeffco insurance and risk management. Insurance quotes are being solitied and a company was found to provide armed guard liability coverage. An application was completed and turned in late December. I anticipate a quote this week.
- Patrol was notified of the suspension of the contract. I have been in daily contact with Dan Aten, our Patrol liaison on status of the contract.

Fulenwider

- Our long time accountant left the employ of L.C.F. This resulted in chaos at L.C.F., which has taken considerable time to work through. Letters were sent out to all residents who had automatic withdrawal clarifying an early letter sent out in error by LCF. Carol has been working with the accountants on not only this use, but auto deposits, financial statements and accounts payable.
- The end of year funds surplus transfer letter has been sent to LCF, as well as the yearly budget spread sheet.

Office

- All files have been purged and the new filing system and ARC forms and tables are installed.
- All reviews will be completer this week.
- Annual forms for Department of Labor and Seasonal unemployment have been completed by Carol and submitted to the appropriate agency.
- ARC Standards printing should be completed this week.
- All racquetball sheet sing up sheets for the year have been prepared.
- All committee forms are now in and are in the process of being processed in to the calendar.
- End of year invoices are being processed and we will be closing the 2006 books in late January.

MAINTENANCE

- Snow is the story. 97 inches in 3 storms in 2 weeks, then wind drifts of 4 feet.
- Costs attached
- Trash and recycling missed pick ups were the biggest issues other than access. Snow Central reports via email to board were sent several times during each storm. Details in each report.
- Contractors were used at a cost of \$12,000.