



# ANCHORAGE

AT JONATHAN'S LANDING CONDOMINIUM ASSOCIATION

4<sup>th</sup> Quarter 2007 Newsletter  
Volume 1 Issue 2

## INSIDE THIS ISSUE

- 1,2 From the President
- 2 Treasurer's Report
- 2 Secretary's Report
- 3 Vice President's Report
- 3 Property Manager's Report
- 3 Engineering Note
- 4 Social Committee Report
- 4 Quick Notes

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## FROM THE PRESIDENT

*By Ed Hoover*

We have received many positive responses to the new Anchorage newsletter. Many thanks to Lynn Griscom, Vice President, who heads up this important project, to board members for their contributions, and to James Hotchkiss, Property Manager, for his contributions and for the layout, copying and mailing. You will read elsewhere in this issue about the work continuing on many fronts so I will not address that here. Instead I want to brief you on the strategy behind the planning process the Board currently uses, especially prioritization and project management. This is especially important due to the fact that emails have been circulated to many owners expressing unhappiness with conditions at the Anchorage.

When the current Board and Bristol Management assumed leadership and management of the Association it was clear that a method of prioritizing projects was essential. Due to eruption of major problems with buildings and grounds resulting from deterioration and unattended aging of everything from buildings to landscaping, the funding requirements have been huge. You are well aware of this from the second special assessment which the Board had to implement to pay for structural repairs and upgrades. It boiled down to balancing available money with a long list of things needing to be done. If we had unlimited financial resources everything on the list could have been done, and would have been done, immediately. The financial burden on the owners to make this happen would have been beyond imagination.

Therefore, the list was prioritized according to three areas of focus:

- First priority has gone to **repairs and upgrades** required because of life and safety issues, current building code requirements, or to stop further deterioration which has been rapidly worsening with attendant severe consequences.
- Second priority has gone to **maintenance** both in areas that require ongoing maintenance as well as those that require only periodic maintenance. Maintenance is never ending but proper maintenance preserves and protects building and grounds against the effects of aging, water intrusion, damage and normal use.
- Third priority has gone to **improvement** needs. It is everyone's desire not just to maintain but to improve what we have. This adds value to our property, makes it much more enjoyable and lends a much desired sense of pride in the community.

Using this system of prioritizing the allocation of money and resources the Board has focused largely on the area of First Priority. The total expenditure for repairs due to hurricane damage (our portion for Jeanne and Francis was the deductible but for Wilma we received no insurance), generator replacement (all of which was covered by insurance), correcting design and construction deficiencies from original construction in wind resistance, upgrading antiquated electrical service to the docks (which supply approximately one third of the income to the common areas budget),

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repairing the buildings from years of water intrusion damage, replacing antiquated and deteriorated elevators, and painting the exteriors will be in the ballpark of \$3,250,000 to \$3,500,000. Even with insurance payments the amount of this that was not covered by insurance has been enormous. Over the past three years owners have had to pony up \$30,000 per unit to help pay the difference because reserves were insufficient to do so. This was all necessary to deal with First Priority issues but, needless to say, it is not the desire, nor intent of this board to continue this aggressive use of special assessments.

As we look forward to 2008 budgeting and planning we will be able to begin focusing on Second Priority issues. Maintenance items such as golf cart garage door replacement, additional lighting replacements, replacing the old and dying landscape materials, upgrading our obsolete and barely functional irrigation system, repairing wood siding, structures and signs that have been deteriorated for years, and a myriad of other items that will significantly improve appearance and cosmetics. If there are monies available we would also like to address some issues in the Third Priority area such as additional plantings and pool side amenities. The items cited by those who are unhappy with the conditions at the Anchorage fall largely, if not totally, into Second and Third Priority areas. Your Board has not been asleep at the switch in these areas, we simply have tried to manage your money wisely and attend to your concerns prudently. We seek the patience of all owners and hope that this explanation of the prioritization system will help in understanding the system that has been in place. Hopefully, 2008 will be a year of moving beyond having to slug through First Priority calamities into solid and proper maintenance and improvements. Also, this will hopefully be doable from the financial perspective as well.

## TREASURER'S REPORT

*By Paul Maloy*

We are in the process of preparing our fiscal 2008 budget for presentation at our meeting on November 7, 2007. We expect there will be some escalation in our basic operating costs but the continued review of our expenses and the hoped for ending of the major and in some cases unanticipated renovation/hurricane expenses give some optimism on holding down growth in our quarterly assessments.

We have asked the board members to submit their wish list for projects to be put in the budget on a prioritized and phased basis. For example, we need to replace several cart doors as a priority but we are not in a position to replace all doors at once, without a reserve drawdown or additional revenue

We have several projects for the balance of the year. We will be reviewing our insurance coverage and agency relationships. In addition, we hope to be able to borrow from our existing reserves on an arms length basis to pay our insurance premiums in full early in 2008 to avoid the finance charges for installment payments. We would effectively pay ourselves the interest cost. This will require an approval from the association and a legal review.

We have an offer for a line of credit from a local bank at the prime rate. There are fees to set the line up which are reasonable but we will evaluate the need for the line in light of the budget and reserve levels going into the new year. The line will require board approval and some banking changes.

We continue to operate within budget and we will report our results for the nine months ended Sept 30 at our next meeting. As we reported earlier in our summer letter, we are frustrated by the unanticipated repair expenses that have arisen from the renewal of our buildings, but we have benefited from the favorable weather conditions thus far in 2007.

## SECRETARY'S REPORT

*By Marilyn Mclean*

With the upcoming completion of our two new elevators we are all anxious to keep them in the best of condition. Therefore, if anyone plans construction in their unit as well as moving in or out, having appliances or furniture delivery, etc., it will be necessary for the unit owner to call James Hotchkiss at 561-427-0687. James will arrange to have Joe (our maintenance man) install custom padding on walls and floor. Your co-operation in this matter would be greatly appreciated

## VICE PRESIDENT'S REPORT

*By Lynn Griscom*

We have made great strides in accomplishing many necessary repairs to our buildings. They are beginning to sparkle. There is much left to do, but most of it falls into the nitty-gritty category. The major basics are done. As we have more funds available we can assess the appropriateness of expenditures on some other items: pool furniture, curb repairs, additional foliage, a new grille, etc.

The catwalk's are in the process of being power washed by Joe. As we go to press, about 50% of this project will be completed. The elevator modernization project is complete and both elevators are ready to transport residents. They look terrific.

Our newly painted walkways have been painted with a latex based paint. --ALERT--Any corrosive such as Clorox used on this paint will damage it. If individual residents wish to clean their area, the recommendation is to use only dish soap, (and just a little), added to a lot of water. Add too much and you will have a slippery floor. If anyone has questions on this issue, please call James.

Also, there is a special cleaner for the stainless steel in the elevators, and a special cleaner for the floors. Please do not attempt to clean them yourselves.

Let's work together to preserve our new image!

## PROPERTY MANAGER'S REPORT

*By James Hotchkiss, LCAM*

Working with the Anchorage Association is a Manager's dream. In the last 10 months I have been involved with building painting, elevator modernization, dock electrical upgrade, fire pump rebuilding, concrete restoration, paver brick installation, water line breaks, phone system issues, landscape maintenance contract negotiations, leaks, irrigation system failure and upgrade, pool system leak, and fire alarm system upgrades. While I have enjoyed the experiences Anchorage has offered, I am acutely aware of the inconveniences these issues create for residents. The description of Anchorage as a "worksite" has been thrown around on several occasions. From reading this newsletter it will be obvious to you that your current Board of Directors is dedicated to creating a great place to live. I just wanted to let you each know that as these various projects are now winding down, Joe Klim and I will be focusing more on the general appearance and cleanliness of your association. The front entrance sign has been rebuilt, the catwalks are being pressure cleaned, the fire boxes will be repaired/replaced and then painted, and dock boxes will be numbered on the outside as to be viewed by incoming vessels. Again, thank you for your continued patience and understanding during these various association projects.

## ENGINEERING NOTE

*By Emil Conti*

The Balcony Survey has been completed. A.T. Designs Engineering had conducted an inspection of all balconies looking for delamination and spalling, or the damage to concrete associated with the chemical reaction and expansion due to rusting rebar. The reports are being delivered to the Board. Once received, the Board will review the findings and determine what repairs need to be made.

The Fire pump is currently being rebuilt by Superior Fire Protection. Once rebuilt, the current fire pump will be able to serve the community for years to come. Also a maintenance agreement will be formed with Superior to monitor the pump and perform preventative maintenance.

## SOCIAL COMMITTEE REPORT

By Peggy McEwen

A very warm welcome to all our residents returning to their winter home! May we remind you that our weekly Monday BYOB socials are at 5:00, Poolside. These social gatherings are always a pleasant way to begin the week. Please put a red circle on your calendar around Monday, February 4th, for a festive "Sigh of Relief" House Warming to celebrate the conclusion of all the reconstruction and the dedication of our New Anchorage.

## QUICK NOTES

### Report on the Docks

The electrical upgrades needing to bring the dock electrical system into Palm Beach County code compliance and provide the electrical service required to make the slips rentable has been completed. The docks now have the necessary complement of 30 amp and 50 amp service required by today's boats and our desire to attract larger boats into the marina. We are exploring the feasibility of doing some dredging of the marina in certain areas to increase the draft to accommodate larger boats (up to 55 feet). In addition we are actively marketing slip rentals through local real estate agents. If you would like to view a great video marketing clip of the Anchorage Marina go to [www.williamgould.com/anchorage marina](http://www.williamgould.com/anchorage marina). In 2008 we need to clean and seal the dock surfaces, hopefully complete a survey of the seawall and perhaps replace the remaining old and broken dock boxes. It is anticipated that interest in the marina will increase as more and more slips in the area become unavailable due to being eliminated for other building.

### Generator update

The emergency standby generator is fully operational and will supply power in the event of a power outage. Each building has an automatic transfer switch that is wired into the generator to start it when power goes out. The East building connection is functional, the North Building is not. The electrician who worked on the new generator installation has been contracted to repair the connection to the North building. No reason to panic, if needed, the generator will supply emergency power to BOTH buildings, it's just that the North Building would have to be manually activated if needed. Work is currently underway to repair the faulty transfer switch.

### Collection Procedure Update

Just a reminder....our governing documents call for owner quarterly assessments past due more than 10 days to have a late fee of \$25.00 and interest in the amount of 1.5% per month applied. After 10 days a first letter will be sent out notifying owner of late fees and interest charges. After 30 days a second letter will be sent out to the owner warning of imminent legal involvement if account is not satisfied. And finally, after 45 days the owner is turned over to the Association's attorney for collection.

### Board Ethics

It is the desire and intent of the Board of Directors of the Anchorage Association to establish a policy which prohibits acts of conflict of interest, and any acts which could be

construed as conflict of interest by current Directors. Conflict of interest is defined as any situation in which (1) a current Board Member utilizes the position as Director to influence a decision or action in any manner other than that of the best interest of the Association and its members; or (2) in which a decision by the Board puts the interests of the Association and its members in conflict with the personal or business interests of an owner. The following provisions have been established as rules for the Board to follow.

**Provision: Receipt of Gifts by Board Members**  
Board members are prohibited from receiving gifts or favors of any kind from vendors, contractors, other paid agents of the Association, and from owners and residents of the Anchorage.

**Provision: Hiring as Contractor or Vendor a Current Owner or Resident**  
The Board is prohibited from entering into any type of paid service contract with an individual, or that individual's business or organization, when that individual is a current owner or resident of the Anchorage or that business or organization is owned in any part by an owner or resident of the Anchorage.

**Provision: Signing of Checks payable to a Board Member**  
Checks made payable to a current Board Member by the Association for reimbursement of expenses, or for any other purpose, shall be signed by two authorized members of the Board, other than the payee.

### Bylaw Revisions

While the above Board Ethics have been put in place by a board resolution, the Board would like to add this permanently to the association's governing documents. The Board is currently discussing document amendments/additions/deletions that will be proposed to the membership at the next annual meeting. Other items for discussion include placing a timeline for unit renovation projects, and guidelines for reviewing association documents.

### Next Meeting Date

The Budget meeting will be November 7, 2007