

Monthly **Southview** Newsletter

AT AVENTURA
CONDOMINIUM ASSOCIATION INC
A Newsletter for the residents of the Southview at Aventura Condominium Association

Volume 11 Issue 2

October 2020

**Southview at Aventura
Condominium Association
3440 & 3350 NE 192 Street
Aventura, FL 33180**

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NEWSLETTER

Editor Genovev Mendoza



FROM THE BOARD OF DIRECTORS

For the last eight months, our focus has been the concrete restoration work needed on the property, which we are trying to get aligned with some other work also needed. On our last Board meeting held on September 30, 2020, we invited an elevator consultant and a project manager to present the role they play in the elevators' modernization and concrete restoration projects, respectively.

That same night, the board voted unanimously in favor of hiring an elevator consultant and a project manager to take over in the work we are about to embark, which consists in: Concrete restoration, Painting, Elevators Modernization or Replacement, Awnings replacement, Paving Repairs and Sealing, and the 40-year recertification. We have looked for reputable contractors and collected bids for the work to be done in our property, saving this way at least \$5,000 in fees from a project manager. Our property manager and Genovev worked arduously for months being on top of delinquencies, so the credit line to be requested would be approved without any problems. Although our community does not have reserves and over the years has elected not to fund reserves, today we are happy to announce that our bank credit line application has been approved and we have saved the community about \$40,000 by finding a lender on our own and doing all the leg work avoiding to use the lending assistance from First Service.

It is our goal, to finalize the 2021 budget by the end of the month and be able to hold the meeting for both, Budget Adoption and Special Assessment by mid-November. To that effect, we will be holding a few meetings to finalize details and interviews of the different contractors bidding the concrete restoration and painting project.

Once again, thank you to all those unit owners who communicate with us regularly to share your concerns and your support, to the owners who want to be part of the solution and allow us to continue getting our community beautified and in order. Your cooperation following the building Rules & Regulations is essential and very much appreciated.

WHAT IS THE ROLE OF A PROJECT MANAGER?

Developed by the Project Management Institute (PMI), the five phases of project management include conception and **initiation**, **planning**, **execution**, performance/**monitoring**, and project close.

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From the Board (from page 1)

Construction project managers oversee all aspects of the building process, working closely with engineers and architects to develop plans, establish timetables, and determine labor and material costs. They are responsible for ensuring the **project** is completed on budget and within scope.

Project managers play the **lead role** in planning, executing, monitoring, controlling and closing **projects**. They are accountable for the entire **project** scope, **project** team, resources, and the success or failure of the **project**.

One of the **most important** jobs of the **construction manager** is making certain everyone is doing quality work and not cutting any corners along the way. A good **construction manager** is constantly on top of costs and makes the necessary adjustments when unexpected complications or issues arise.

BENEFITS OF HIRING AN ELEVATOR CONSULTANT

Hiring an **elevator consultant** gives building managers access to key insights and knowledge concerning current and future **elevator** designs and future compliance regulations. A project is set in phases, so the consultant can be used for specific phases or all. Each is important when considering elevator modernization or replacement.

PHASE 1 – PRELIMINARY EVALUATION

- A. Meet with Client to review project intent and determine survey requirements for systems improvements.
- B. Establish the design criteria

for modernization of the vertical transportation systems.

C. Survey the referenced units to provide:

1. An overview audit of existing systems
2. An identification of the major equipment and/or system components
3. An audit of the general maintained conditions of the systems.
4. An evaluation of the operating performance levels of each unit
5. A local law and/or Code compliance audit applicable to the existing systems
6. An ADA overview survey to evaluate general conditions related to handicap compliance
7. A recommended scope of work for remedial improvements
8. Major equipment and/or system modernization upgrades

D. Attend a meeting and/or otherwise consult with the Client and/or their representatives to review preliminary findings.

PHASE 2 – DOCUMENT PREPARATION

A. Based upon the data gathered and Client instructions, prepare specifications for:

1. Component upgrades and modernizations
2. Safety Code and/or local law improvements
3. Mandated alterations and equipment upgrades
4. Remedial repairs and upgrades
5. Maintenance Service Coverage
6. Equipment repairs and direct replacements
7. Pre-Maintenance work

B. In a separate section of the project specifications, provide detailed terms and conditions

governing the manner in which all

work must be performed. Included in this section, along with warranty information, insurance requirements, and applicable Code listing, shall be procedures for:

1. Material handling and storage
2. Disposal of old equipment
3. Erecting barricades / property protection
4. Obtaining approval of submittal drawings
5. Submitting progress payment requests
6. Obtaining permits and/or approvals
7. Conducting Code and acceptance inspections
8. Resolving disputes over interpretation of the specifications
9. Guaranteeing materials and workmanship
10. Turning over wiring diagrams, instruction manuals and diagnostic tools
11. Training personnel on new control safety features
12. Obtaining final acceptance of completed work
13. Project execution requirements / personnel

C. Provide a form of agreement and specifications for Full Protective Vertical Transportation

Maintenance Services. This agreement shall be written to require the contractor to:

1. Provide a comprehensive scope of preventive maintenance services
2. Work a minimum number of hours each month dedicated solely to routine maintenance
3. Respond to callback service requests within a specified time
4. Provide a monthly summary

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From the Board (from page 2)

- of equipment malfunctions and callbacks
- 5. Conduct periodic inspections and testing as required by Code / local laws
- 6. Maintain specific levels of operational performance
- 7. Periodically re-paint machinery and storage parts
- 8. Provide insurance requirements, price adjustments, cancellations and renewals
- D. Provide new or revised budget estimates as required.
- E. Assist in identifying contractors with the expertise and logistical support necessary to successfully complete the specified work.
- F. Issue the following bid documents to identified contractors:
 1. A formal invitation to bid
 2. General terms and conditions governing the technical specifications
 3. Technical specifications for the work authorized
 4. Specifications and contract for preventive maintenance services
 5. A bid proposal form

6. Contractor qualification form / references

PHASE 3 – BIDDING

- A. Respond to bidder inquiries regarding the specifications and issue addenda when necessary.
- B. Provide spreadsheet analysis of bid proposals.
- C. Attend up to one (1) meeting with the Client to interview bidders whose proposals are viable and competitive.
- D. Issue a written recommendation for contract award based upon bid proposal review and contractor interviews.

PHASE 4 – SHOP DRAWING REVIEW

- A. Review vertical transportation shop drawings for compliance with the project specifications as well as applicable codes.

OPTIONAL PHASE 5 – CONSTRUCTION SERVICES

- A. Upon completion of all work, conduct a thorough examination to compile a deficiency

punch list. Monitor systems operation and record pertinent operating performance data for comparison purposes. Upon completion of this audit issue a list of items which require corrective action by the contractor.

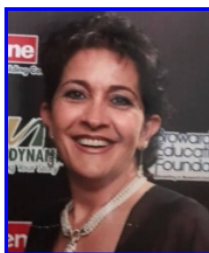
B. Perform up to one (1) follow-up survey to verify that all punch-list items are addressed by the contractor in a satisfactory manner.

C. Upon the satisfactory removal of all punch-list deficiencies by the contractor, issue a letter recommending final acceptance of the completed project along with payment of retained money.

40 YEAR RECERTIFICATION IN MIAMI DADE COUNTY

Under Section 8-11(f) of the Miami-Dade County Code, the owner of a building which has been in existence for forty (40) years or longer is required to have the building inspected for the purpose of determining the general structural condition of the building and the general condition of its electrical systems. In accordance with Section 8-11(f), you must submit a written Recertification Report to the Building Official, prepared by a Florida registered professional engineer or architect*, certifying each building or structure is structurally and electrically safe for the specified use for continued occupancy. Each page of the electrical and structural report must be signed and sealed by the engineer or architect. In addition, if there is more than one building on the property, please submit a site plan or copy of a survey showing the location of each building. The building which is the subject of the 40-Year Recertification report must be clearly identified on the site plan or survey submitted.

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FROM THE PROPERTY MANAGER

Dear Southview Residents,

It is with our sincerest sympathy that we express our condolences to Susan Wheeler for the loss of her beloved father, Mr. Frank Koski. Mr. Koski was a resident at Southview for over 25 years and was well known and very insightful during his active years here at Southview. He will truly be missed by all that knew him. We are sorry for this your loss!

Although the COVID 19 safety guidelines have been somewhat relaxed, we are encouraging you to continue to do your part, to avoid the spread. Keep in mind that we are in fall and soon approaching winter. This is flu season so please be extra careful. Continue to wash your hands often, use hand sanitizers when soap and water are unavailable. Minimize touching different surfaces and use disinfectants to wipe down areas that are being touched often. The Staff is also continuing to do the same.

Some pool furniture has been put out for your convenience. However, please keep in mind that we are still required to social distance. Therefore, we have separated the chaises at least 6 feet apart. We ask that you clean and sanitize the chairs and tables before and after use. This will help minimize the spread of the virus. Also, please keep in mind that you are using the pool furniture at your own risk. Should you have any questions or concerns, please call the management office.

Also, use of the pool is for Southview residents ONLY. We have noticed that many of the Southview kids are now inviting the neighboring buildings' kids over for large gatherings at the pool. I continue to receive many reports from several different residents witnessing same. Parents, please talk to your young ones about this, so that they are aware and can spread the word to their friends in neighboring buildings. Until further notice, ONLY Southview Residents are allowed to access the pool; No Visitors!

There is an on-going issue with dog owners NOT picking up after their pet. Many blamed the Mystic Pointe Residents however, since we no longer have an influx of Mystic Pointe residents accessing the property, I pose the question, who else could be doing this!? We are asking all dog owners to please pick up after their pets or face the consequences to follow. When we find you, we will fine you. Also, if you went through the trouble of grabbing a bag from the pet waste station, picked up the pet waste and tied the bag, why not follow through with placing it in the trash receptacle, rather than throwing it in the lawn or in

between the dumpsters inside of the trash rooms? It's a very unsightly experience for you, your neighbors and the guest that visit Southview. Respect your home!

Thank you to those of you that continue to be vigilant in keeping the property clean and informing me those breaking rules or as to what you are noticing around the property. This helps tremendously, to identify those breaking the rules and addressing them accordingly. You are appreciated.

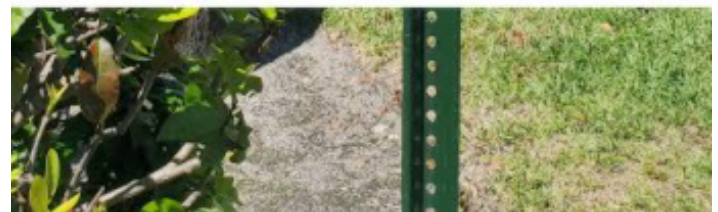
We are in the last quarter of 2020. We are almost there! Coming up, we will be decorating the main entry way to bring some well needed holiday cheer! We will be calling for a budget meeting, renewing insurance, hopefully approve a Special Assessment for some well needed building improvements and hold the annual meeting. I am looking forward to what 2021 has to offer and I know many of you are too!!

All the Best!

Samantha Jean-Baptiste, CAM
Property Manager



This spot is for overnight parking ONLY!



Manager (from page 4)



Pool furniture was set up for social distancing!



Damaged fire alarm!



False alarms will cost the association \$\$\$!
Fire department onsite.

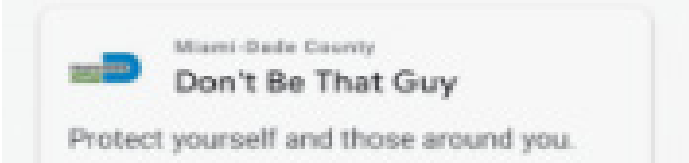
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Manager (from page 5)



Dog waste should be thrown in trash receptacles, not on lawn!



TO RESERVE OR NOT RESERVE HOW IT IMPACTS THE COMMUNITY

By Lindsay Raphael, Esq. of Raphael Law, P.A.,

It is not uncommon for boards to try to keep maintenance payments down especially during times like COVID-19. One way that a board can accomplish the “appearance” of keeping assessments down while still covering the day-to-day expenses is to waive or underfund the reserves. At the time, waiving or underfunding reserves may not seem like a big deal, but association reserves serve a very important purpose to slowly save money over a longer period of time for big ticket items, capital expenditures, and deferred maintenance for which the association may be responsible for maintaining, repairing and/or replacing.

In the short run, owners tend to be happy that reserves are waived or underfunded because it can save an owner quite a bit of money per month depending on the size of the association. However, inadequate or no funding for future major repairs and replacements may adversely affect the ability of owners to sell or refinance their units, because of concerns of prospective buyers, or because of the difficulty of obtaining mortgage financing under programs of various local, federal, and quasi-federal lending and lending-related organizations. Inadequate reserve funding also creates the necessity of future special assessments, which can become quite burdensome and expensive and possibility become unaffordable for owners to pay.

Under 718.112 of the Florida Statutes, reserves must be established for roof replacement, building painting, and pavement resurfacing regardless of the amount of deferred maintenance expense or replacement cost, and for any other item for which the deferred maintenance expense or replacement cost exceeds \$10,000. The purpose of reserves is to assure that funds for major repairs and replacements will be available when needed.

Currently in South Florida, the real estate market is hot. Interest rates are at an all time low, inventory is low and sales are booming. In recent weeks, I’ve seen real estate deals fall apart because buyers cannot qualify for FHA loans, Fannie Mae or Freddie Mac due to those

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To Reserve or Not Reserve
(from page 6)

particular associations having less than 10% reserves. In those situations, the lenders required the buyers to put 25% down. Those real estate deals all died due to the lack of reserves and the buyers not having the funds to put down on the purchase.

This budget season, I strongly urge boards to consider reserves. Some reserves are better than no reserves and boards may want to take into account the minimum amount lenders are requiring for buyers to qualify for loans so that the community is a marketable community.

The waiving or reducing reserves requires a membership meeting in addition to the Board's budget meeting. Both meetings can be held on the same night, but the budget meeting should take place first so that the budget is passed with full reserves. When that meeting is concluded, a membership meeting may be opened to vote on whether reserves should be fully funded, reduced or waived. The vote must be very specific. A majority vote of those owners in attendance at the properly noticed membership meeting is required in order to not fully fund reserves.

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