



Burleigh House

Monthly Newsletter

Volume 19 Issue 5

November 2021

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Vice Pres. Hans-Juergen Klemm
Secretary.....Elaine Litwin
Director Andrea Romagna
Director Jim Oleksa
Director Greg Kaliman
Director Paul Thatcher
Director Goran Antic

Manager Mercy Alvarez, LCAM

OFFICE HOURS

Monday - Friday..... 9:00 to 5:00
Lunch 1:00-2:00 p.m. Closed
WednesdayClosed to the Public
Saturday & Sunday Closed

IMPORTANT NUMBERS

Office.....(305) 866-7314
Fax(305) 866-8733
Security.....(305) 861-1869

BURLEIGH HOUSE

Condominium Assn. Inc.
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 Miami Beach, FL 33141



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PRESIDENT MESSAGE

2022 BUDGET UPDATES

At the Oct 28th Board Meeting a preliminary budget that was prepared by our Property Manager Mercy Alvarez and our Accountant Gary Cohen was reviewed by the by the Board. As in previous years, the budget was prepared to be in line with our actual anticipated operating expenses for 2022. For 2021 our expenses through October are tracking very closely to the 2021 budget. For the 2022 budget we reviewed each individual line item and the most significant line items that would impact cost increases are the following.

- 1) Insurance: estimated increase \$177,000 due to the market conditions from our Insurance Broker
- 2) Payroll + Accounting services: increase of \$62,000 to become more market competitive for our employees
- 3) Contracts with 3rd party service companies including Cable/ Internet: increase \$23,600
- 4) Utilities: expected increase of \$16,100 mostly due to FPL rate increases
- 5) Maintenance and Supplies: increase \$8,100 based 2021 expenditures
- 6) Administrative and Office Expenses: expected increase of \$3000

In total the projected increases are \$289,800 or 11.5% over the 2021 expenses. The association is fortunate to have a balance of approximately \$600K in our operating account, due to the significant reduction of our delinquencies over the last 4 years. At the October 28 Board meeting, the Board voted to use \$150K of these operating account funds to apply to the expected 2022 expenses. We should have a better estimate of the insurance increases for 2022 in early December and we will adjust this amount if it changes significantly. All association members will receive a copy of the proposed budget to review, prior to the board meeting to be held in mid-December when the budget will be adopted.

WINDOWS/BUILDING REMEDIATION CORNER

Thanksgiving is right around the corner! It is estimated that the North side of the building for lines 1, 3, 32 and 34 will complete by Thanksgiving. If weather conditions permit, balcony waterproofing will be completed for lines 3, 5 and 34 by the end of November. Line 36 tower walls are being repaired and estimated to complete by end of November, followed by remaining balcony/railing work and painting.

Scaffolding on the west side of our building (front) is installed. Next netting will be hung from the top of the building to the top of the scaffolding to capture any debris that comes off the building during concrete restoration work. Once the netting is hung, window installations will start on lines 21 and 31. Barring any unforeseen circumstances or weather delays, it is estimated that window installations can start on or before November 22. We're in the home stretch. This is our last side of our building for windows. Simultaneously on the west, balcony work will start on the corners, lines 25 and 35. We plan to remove all railings on your balconies to sand them on the ground. This will avoid sanding dust from falling into the courtyard and will reduce dust that works its way into your units. Railings will then be re-installed on your balconies.

The very large South expansion joint that runs along the building on the 2nd floor Garage level and the slab of the residential tower has been repaired. Next will be the large North expansion joint and following will be other expansion joints also in the 2nd floor garage. Two columns at the entrance gate have been repaired. Concrete is curing and the protective barrier you see as you drive in will be removed shortly.

The last 2 mechanical room rooftop doors have been replaced. You can see on the picture that concrete work was needed all around the doors before we could install the new ones. Finally....no more leaky rooftop doors!



As described in my last communication, the rooftop of the mechanical room is in very bad condition. The Board approved the roof replacement at the October 28th Board Meeting. Specifications and drainage calculations are

complete for this project and a contract has been awarded, but as we all have been reading in the news, supplies are hard to get with a long lead time. We will keep at it!!

WINDOW CARE

Will I be able to drill into the new frames to install or re-install window coverings?

Improper drilling into window and door frames will immediately invalidate your window and door warranty. Ill-advised fastener placement will void your paint warranty, cause water intrusion, perforate internal hardware, and stress or crack glass. It is recommended that you mount or fasten window treatments from the ceiling. This particular method will allow you or future owners to change and update window treatments without leaving permanent holes from prior installations because it will be easy to hide or fill in ceiling holes from those prior installations.

HOW TO CARE FOR YOUR NEW WINDOWS

Windows should be washed with light pressure to avoid scratching. Clean and rinse your windows with water to prevent cleaning agents from permeating over a long period of time. Clean the interior side of your windows as often as you like but once all the windows are installed, the BH intends to contract with a window cleaning company who will clean the exterior glass about 3 times per year. We will come to agreement with our window supplier on frequency of cleaning to preserve our warranty.

To clean your windows, wash down with clean water. Next apply a water-saturated cloth with either water or a pre-mixed glass cleaner that does not contain ammonia. Never use an abrasive product that can scratch your windows. Rinse and dry any run down to prevent cleaners from leaving a residue on your glass.

To clean your frames, rinse with clean water to remove dirt and dust particles. The frames can be cleaned with a mixture of mild soap and water. You can choose to apply a light car-wax solution to the frames once a year.

Inspect and clean your water drainage (weep systems) to maintain proper drainage. Wipe the tracks with a damp cloth or use a vacuum to remove dust and dirt.

WINDOW COVERINGS

As stated in the BH Rules and Regulations: In the interest of the building's overall appearance, blinds, and draperies that are other than **WHITE** must be lined or under-draped in **WHITE**.

Elaine Litwin

POOL NEWS

Planning..... analyzing..... testing. In late October a large team meeting was organized with our engineers, contractors and suppliers to analyze the conditions of the pool deck and to decide on sloping for drainage and waterproofing solutions. It is essential to comply with the repair conditions in order to obtain a 20-year warranty on the waterproofing system. In addition, there are structural repairs that need to be made to the perimeter beam on the pool deck and to some of the pool deck T Joist ends in the 2nd floor garage. The team meeting also included the floor tile installer who is experienced with the proposed tile pedestal system described in prior communications. Elevation surveys are completed, and sloping calculations are being finalized. Elevation factors set the level for where the exact pool height should be for the completion of its re-build to align with the requirements for the replacement tile deck surface, railings, trellis and the additional fire escape required by the Fire department. The bottom line.... we are tying the pieces together, assuring that all interdependencies are linking together to arrive at the best methodologies and work sequences.

Craig Trester



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CINNAMON TOAST COCONUT CRUNCH

This simple crowd-pleaser is great for your holiday's signature cocktail, and all are available for delivery at LiquorSplit.



INGREDIENTS:

- 1½ oz. Hard Truth Cinnamon Vodka
 - 1½ oz. Hard Truth Toasted Coconut Rum
 - 1½ oz. Hard Truth Toasted Coconut Rum Cream
- Cinnamon & sugar, for rim

CRAFT:

1. Rim coupe or martini glass with cinnamon sugar, and set aside.
2. Add all Hard Truths to ice-filled bar shaker. Cover, and shake to chill.
3. Strain into prepared glass. Enjoy!

Single servings, add equal parts (one to two ounces each) of Hard Truth Cinnamon Vodka, Hard Truth Toasted Coconut Rum, and Hard Truth Toasted Coconut Rum Cream to an ice-filled bar shaker, cover and shake to chill, then strain into your favorite martini glass. If desired, garnish with a sprinkle of cinnamon. For a party pour, mix one bottle of each Hard Truth into a serving vessel, and mix well. Serve chilled.

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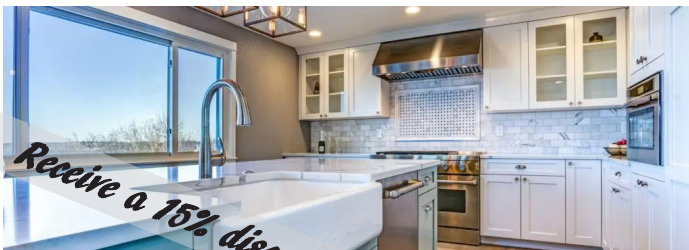
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