

EASTERN GARDENS TATTLER

Volume 4 – Issue 2

3045 Eastern Avenue – Sacramento, CA 95821

Mar – Apr 2007



2007

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MANAGING AGENT

FPI Management, Inc.
800 Iron Point Road
Folsom, CA 95630
(916) 357-5300

Gary Haugstad
Sr. Regional Property Mgr.

Theresa Williams
Community Director

Vacant
Maintenance Technician

OFFICE HOURS

Mon-Fri: 8:00 am - 5:00 pm
Wed Only: 9:00 am - 6pm
Sat-Sun: CLOSED
Office Ph.: (916) 489-1604
FAX (916) 489-1627

**After Hour Building
Emergencies**
(916) 271-7633



COMMITTEES BY MEMBERS

Your overwhelming response in 2006 to participate in focus group activities regarding important issues is much appreciated by your fellow members and Board of Directors. The Board is asking for your participation on various committees for 2007.

Currently we have thirteen members who have volunteered to participate for the following committees, they are:



- ❖ **Welcome/Social/Potluck:**
Janice Holberg & Mickii Wilner
- ❖ **Crime Prevention (Neighborhood Watch):**
Merritt Miller & Mike Romp
- ❖ **Landscaping:**
Vera Roth & Kathy Kent
- ❖ **Carpet Replacement:**
Kathy Slotterback & Lori Allio
- ❖ **Rules/Finance/Budget:**
Margaret Saunders & Ed Healy
- ❖ **Energy Conservation:**
Shirley Brown
- ❖ **Inspectors of Elections:**
Mac Stonham & Isabelle Andrews

These issues concern all of us and your input is important. Committees by Membership play an active role in helping the Board to do the necessary leg work, that is, brainstorming, research, contacts...etc. It also gives membership the opportunity to provide their contribution of ideas for these kinds of issues and projects.

In the up-coming weeks the Board will schedule a special meeting for all committees and those members who volunteered. Topics will be to review and discuss with the committee members the following areas:

- Type of Committee
- Specific Task or Charge
- Resources Available to them

- Meeting Location
 - Due date of Committees report
- After discussions, the Board will vote to approve each committee whereupon they will receive a folder with their assigned task, committee policies, budget for 2007, and any additional information that will be helpful to their tasking, (e.g. existing data on file, historical and present).

The committees will be free to select their own committee chair, plan their meeting dates, times and locations. The committee's only authority is that which is identified in the Charge or Task and cannot take any action without the majority approval of the Board of Directors.

Any member who still wishes to be part of a Committee, please contact, Blair McLeod @ 489-9028.

CRIME PREVENTION MEETING

On Wednesday, February 28, 2006, Eastern Gardens hosted a Crime Prevention (Neighborhood Watch) meeting. We were very fortunate to have as our guest speaker, Mrs. Cindy Burdette, from the Sacramento County Sheriff's Department. Mrs. Burdette spoke on the important issues of how we as citizens can be more alert to our surroundings and the importance of Apartment Watch (a.k.a. Neighborhood Watch). We had over 20 members in attendance that I'm sure left the meeting with a much better understanding on crime prevention, protection, and detection. We wish to thank those in attendance and for those members who volunteered to be part of the Crime Prevention for Eastern Gardens we say thanks and are looking forward in hearing from you to help in doing our part.

EASTERN GARDENS MANAGEMENT SERVICES

Last issue of the Tattler we spoke about the overall responsibilities of our management services, (FPI). This article speaks about those who are much closer to Eastern Garden's needs and its problems that it encounters on a more daily basis, that is, our very own Community Director Ms. Theresa Williams. Its time we recognize an article on Due to recent events a meeting presented by the Crime Prevention Division of the Sacramento Sheriff's Department will be conducted. Notifications will be sent out inviting all members to attend along with date, time and place. Members are advised of the following:

- Always lock your doors and windows to your apartment and vehicles. Even if you're only running to the laundry room or the car to grab something. Never leave valuables inside your vehicle or your remote to the gates, always, **LOCK UP!**
- Report Emergencies, such as, suspicious behavior, theft or burglary to the Sheriff's Department by dialing **911** and for non-emergencies dial 874-5115. Inform management so we can alert other members.
- Don't leave keys hidden anywhere outside your apartment. Such as under doormat, instead, let a friend, trusted neighbor or family member hold a spare key for you.
- Never allow strangers to use your phone. Even if they claim t have an emergency. Talk to them from behind a locked door, and offer to make the call for them.
- Never advertise that you're not at home. Whether it's on the answering machine or with a note posted on your door.
- Draw your shades at night. Keep a few lights on; inform management if you notice burned-out lights on the outside grounds.

MOVE-OUT'S/MOVE-IN

Eastern Garden's is currently experiencing a great deal of people in transition. For move-out's we have apartments 14, 30, 42, 50, 87, 92, & 100 and for in-house transfers we have 42 to 87, 30 to 42, and 100 to 92. Applicants from the outside waiting list will occupy apartments 14, 30, & 50. Most current new member moving in is Ms. Diane Stevens, Apt. #50; let us all welcome our new neighbor. Recently interviewed and accepted as the

next new members to move in are Ms. Judith Hall and Ms. Melissa Glick.

COMMUNITY DIRECTOR

As you know, Eastern Gardens has been without a maintenance technician since December 2006. Your management team (FPI) is actively working this issue and will resolve this problem as quickly as possible. You will be kept apprised as to the ongoing efforts to resolve this issue. As a reminder, when it becomes necessary for you to report a trouble call, please provide the following:

- Give your name and apartment number.
- The problem or discrepancy that you are experiencing.
- Location of the problem and a call back phone number.

Every call will be treated in the order of importance. For your convenience and understanding the following three levels of priorities are used to ensure that a response to your building maintenance request for service is made according to its urgency.

1. Building Emergencies:

Priority 1 – Building emergencies includes work needed due to safety or structural damage, such as, water breaks or electrical hazards and poses a serious health or safety hazard to individuals or property.

2. Service is needed within 24 Hours:

Priority 2 – This is maintenance service that requires attention before the end of the work shift. Please specify the reason needed and every attempt will be made to resolve the problem before close-of-business of the same day.

3. Routine Scheduled Work:

Priority 3 – This is maintenance service where work can wait more than 24 hours. It includes routine repairs and preventative maintenance issues.

Trouble calls should always be placed either in person, or on the phone and always at the business office. Stopping the maintenance technician or the community director on the grounds, laundry rooms, or at the mail box during business or non business hours is not advisable, unless it's an extreme building emergency.

To ensure cost effectiveness all work orders are determined based on urgency, scope of work, expediency, manpower availability, materials and supplies on-hand, and skill level of our maintenance technician, which may be outsourced from time to time. Safety and health requirements are important and will always receive careful and continuing attention.

Work Order Totals: 12/11/06 – 1/19/07 = 90

ANNUAL INSPECTIONS

“Father dies trying to save his two kids - Fire investigators said they could not find a smoke detector inside the apartment.”

“Two small children perish in fire, while grandmother suffered burns over 90 percent of her body – Fire officials said the home where the children died did have a smoke detector, but the device had no battery.”

These kinds of tragedies happen because housing is not kept up or when we overlook the obvious.

Eastern Gardens believes in keeping a healthy and safe community. A fire is not always contained within a single apartment unit and could be devastating to those individuals who are disabled and could not escape in time.

Aside from the HUD and other review inspections, such as:

- **REAC** - Real Estate Assessment Center
- **CAHI** – California Affordable Housing Initiative
- **County Inspections**
- **Property Insurance Carrier**

Eastern Gardens conducts annual Safety and Preventative Maintenance inspections specifically targeting these special areas, within the apartment units, that is, Smoke Detectors, HVAC filters, Electrical and Plumbing. Eastern Garden’s management team will provide time and date’s to the general membership allowing two weeks notice before inspections are conducted as to allow for you to schedule accordingly. Notices will go out in the up-coming months, that is, February or March. In addition to the inspections, Eastern Gardens was informed by HUD during its last CAHI inspection; properties that are HUD insured or have Section 8, which we have both, are now required to track and establish a data base listing the serial numbers/model numbers of each refrigerator, dishwasher, oven and other appliance’s that the company/owners provide within each apartment unit. Excluding those members who have purchased their own refrigerators, however we will still need to obtain the oven and dishwasher numbers.

EASTERN GARDENS MANAGEMENT SERVICES

For those who are new to Eastern Gardens here is a brief summary of services and benefits that your managing agent (FPI) provides to you.

FPI Management, Inc. represents a model of corporate citizenship, through the responsible management of the company and properties, for the benefits of their clients, employees and those with whom they do business.

Summary of Services include:

- Financial Management – FPI works closely with the property owner to establish and manage the financial objectives.
 - Apartment Community Accounting
 - Monthly Financials
 - Annual Budgets
- Expense Control – Property owners of communities receive the benefits of:
 - Economy of scale purchasing
 - 30 years experience in development of preferred vendor list
 - Maximum discounts from national service providers
 - FPI discounts/100% savings to its clients
- Administrative Control – The policies and procedures developed by FPI over the past 30 years. Consistent on-site employee training includes:
 - Fair Housing Compliance
 - Regulatory Compliance
 - Environmental Issues
 - Landlord/Tenant Laws
 - Automated Accounting Systems
 - OSHA Safety Practices
 - Risk Management
 - Fair Employment
 - Preventative Maintenance Programs & Techniques

PRORATA DEDUCTION/PORITION

The tenant-members are permitted a prorate deduction under Internal Revenue Code Section 216 for mortgage interest and property taxes paid to a cooperative housing corporation. Your prorate portion, which is deductible if you itemize deductions on your 2006 individual income tax return, will be available in approximately two weeks. If; you were a member for less than a full year during 2006 you must prorate your deduction. This will also be explained when the report arrives from the accountant.

EASTERN GARDENS CALENDAR OF EVENTS

| MARCH 2007 | | | | | | |
|---|-----------------------|---|--|--------------------|-----------------------|---|
| SUN | MON | TUE | WED | THUR | FRI | SAT |
| | | | | 1 10 am Coffee | 2 10 am - Tai Chi | 3 |
| 4 | 5 10 am - Tai Chi | 6 | 7 10 am - Tai Chi 10 am Bookmobile | 8 10 am Coffee | 9 10 am - Tai Chi | 10 |
| 11 DST Begins  | 12 10 am - Tai Chi | 13 Movie Night "The Inconvenient Truth" 6:30 PM  | 14 10 am - Tai Chi | 15 10 am Coffee | 16 10 am - Tai Chi | 17 Happy St. Patrick's Day!  |
| 18 | 19 10 am - Tai Chi | 20 | 21 10 am - Tai Chi | 22 10 am Coffee | 23 10 am - Tai Chi | 24 |
| 25 | 26 10 am - Tai Chi | 27 | 28 10 am - Tai Chi 7 pm - Bd Mtg | 29 10 am Coffee | 30 10 am - Tai Chi | 31 |

| APRIL 2007 | | | | | | |
|---|-----------------------|---|--|--------------------|-----------------------|-----|
| SUN | MON | TUE | WED | THUR | FRI | SAT |
| 1 | 2 | 3 | 4 10 am Bookmobile | 5 10 am Coffee | 6 10 am - Tai Chi | 7 |
| 8 Easter Sunday  | 9 10 am - Tai Chi | 10 Movie Night "World Trade Center" @ 6:30 PM  | 11 10 am - Tai Chi | 12 10 am Coffee | 13 10 am - Tai Chi | 14 |
| 15 | 16 10 am - Tai Chi | 17 | 18 10 am - Tai Chi | 19 10 am Coffee | 20 10 am - Tai Chi | 21 |
| 22 | 23 10 am - Tai Chi | 24 | 25 10 am - Tai Chi 7 pm - Bd Mtg | 26 | 27 10 am - Tai Chi | 28 |
| 29 | 30 10 am - Tai Chi | 31 | | | | |

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AN **EMERGENCY** IS A SITUATION THAT THREATENS HUMAN LIFE OR PERSONAL PROPERTY AND DEMANDS IMMEDIATE ATTENTION, I.E., MEDICAL, BURGLARY, FIRE, THEFT AND ASSAULT – **DIAL 911**