

the Telegraph

News from Telegraph Landing
An urban village at the base of Telegraph Hill

150 Lombard Street at Sansome
San Francisco, CA 94111

July-August, 2009

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From the Board:

The President's Letter



At our July Board meeting, the Board reminded the membership to make the on site management office the first point of contact for any problems or issues surrounding our community. The suggestion arose that we include this in the next Telegraph so that all owners may be reminded.

About two years ago in collaboration with Citiscap, the Board changed our management structure to enable us to have an on site management office. Citiscap assumed responsibility for the on site office and placed a full time Property Manager and a part time Assistant Property Manager on site. This change in structure served two functions. First, it provides Telegraph Landing with easy, direct access to management by all owners and second, it relieves the Board of day to day management of the complex, allowing it to focus on more global issues facing the Association.

Mark Moreno, who first served in the role of on site Property Manager, has recently been promoted to a Portfolio Manager position and continues to serve Telegraph Landing in that new role. Martha Crawford is our new, on site Property Manager. Martha has an extensive background in condominium management from both sides - management and serving on Boards of Directors. Many of us had the chance to meet her at the recent reception, but if you have not yet had the chance, please stop by the office and meet Martha. Kim Wiley continues as our part time Assistant Property Manager. One or both are available in the office during posted office hours.

In keeping with this management structure, I would strongly encourage that either Martha or Kim be your first contact for any issues surrounding Telegraph Landing, including issues with any of our contracted services. For most issues that would affect individual owners and/or the Association, this is the most expedient route to a solution. In those rare circumstances where this does not resolve the issue, the Board will be happy to assist.

- Kathi

Executive Session, May 26

The Board met in executive session on May 26 to hear an appeal of a late charge for the 2009 special assessment and adjusted the charge downward. The Board met again in executive session on June 16 to conduct its periodic review of CitiScape Management. The Board also conducted a rules violation hearing and levied a \$200 fine.

- Jasper Schad, Secretary

Silence is Gold\$\$

That's right. Even when you're not listening to your stereo, it's playing -- but not music, just \$\$.

Please **unplug** when not in use.

Thank you. TL-ESC

Telegraph Landing Treasurer's Report

Year to Date: June 30, 2009

Operational Spending vs. Budget

Values in \$K	Actual	Budget	Variance
Net Operating Revenue	892.8	879.0	13.8
Interest Income	51.4	3.0	48.4
	944.2	882.0	62.2
Expenses			
Administration	44.1	68.6	24.5
Payroll	109.1	96.1	(13.0)
Utilities	327.3	398.1	70.8
Contract services	194.6	198.9	4.3
Depletable supplies	19.3	20.0	0.7
Security/Life saving	6.1	13.2	7.1
Replacement, repairs & maintenance	45.4	52.6	7.2
Insurance	43.3	33.3	(10.0)
Miscellaneous	26.4	0.5	(25.9)
Total Expenses	815.6	881.3	65.7
Net Income	128.6	0.7	127.9

Variance

Administration

Mgmt extras 7.5K, Legal 7K, Printing, etc 5K

Utilities

Gas 43.2K, Electricity 12.7K, Water/sewer 16.2K, Cable (8.2K)

Insurance

Insurance claim expense 8K,

Miscellaneous

McDaniels move back 9.6K, Water drain pipe intrusion 15.4K

Reserves

Monthly Dues	258.4	258.4	0.0
Special Assessment	950.0	907.7	42.3

Cash Balances (values in \$K) at 6/30/09

Operating:	148K	Reserves:	2,283K
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Reserve expenditures through 6/30/09

Elevator modernization	210.7K	Est. bal. due, including cabs;	624.2K
Plumbing & sewer	29.3K		
Skylights	8.6K		
Total	248.6K		