

Arthur A. Guzzi
CMCA, AMS, - Property and Community Manager
1 Tybourne Court, Medford, New Jersey 08055
Cell: 609-929-1097 - Fax: 609-654-0335
e-mail: aguzzi@comcast.net

My business & personal philosophy is:

Life is 10% what happens to me and 90% how I react to it. I get to choose my own attitude and reaction. Therefore, I choose to be a part of the solution, no matter what the problems may be.

Profile:

Art Guzzi is a highly qualified and upbeat On Site Property Manager, with excellent character and 40 years of management experience. I recognize the importance of working together with the Board of Trustees in all areas of Property Management. I am technically versed in the maintenance and reconstruction of the complete community infrastructure, and constantly research new products and innovative ideas. I have a strong knowledge of the following:

- Buildings, Roads, Sidewalks & Curbs, Street Lighting, & Security Lighting.
- Storm Water Mitigation & Drainage, Storm & Sanitary Sewer Systems.
- Swimming Pools, Tennis Courts, Street Hockey & Basketball Multi-purpose Courts & Tot Lots.
- Soil Make Up, Arboriculture, Horticulture, Agronomy, Irrigation & General Landscape Maintenance.

I am self motivated, a strong relationship builder and a “Win-Win” negotiator. I always strive to maximize the value out of every dollar that the Association spends to get the job done:

- Research Projects.
- Write Specifications.
- Bid all projects with a minimum of three (3) bidders.
- Tabulate all bids and present them to the Board of Trustees with recommendations.
- Award Contracts.
- Provide hands on supervision & inspections of all maintenance and reconstruction projects.
- Provide progress reports & punch lists as work progresses.
- Approve progress payments and final payment.
- I always hold a minimum retainage of 10% until all work has been completed, inspected, & accepted, including punch list items.

Sound financial planning is a must. As the Manager I must tell it like it is with no sugar coating and I must help the Board of Trustees to deal with the real world of their finances.

I believe a strong financial plan must encompass and integrate the following:

- A thorough, complete and comprehensive inspection of the entire community leaving nothing out.
- A detailed current reserve study that is not based on previous Reserve Study information.
- Real world budgeting that is designed to solve the problems that are identified in the reserve study as well as address the budgetary needs of each fiscal year.
- Separation of the Operating Budget from the Reserve Funds is a must. In practice, Any transfers from one fund to another must be accounted for and paid back.

Equally important are community and political issues together with solid and truthful resident communications. If a news letter is not published by the Association, I will write a quarterly report on what has been done in the community and include seasonal information to keep the community informed.

Professional Education, CAI:

M-100 The Essentials of Community Association Management

M-201 Facilities Management

M-202 Association Communications

M-203 Community Leadership

M-205 Insurance & Risk Management

Technical Education, University of Wisconsin, College of Engineering

Maintaining Asphalt Pavement

Repair of Concrete

Implementing a Sidewalk Management System

Improving Public Works Construction Inspection Skills

Managing Snow & Ice Control Operations

Technical Education, Rutgers University, Cook College

Water Management & Drainage

Soil & Plant Relationships

Technical Education, Lorman

New Jersey Construction Law: Can This Job be Saved?

Solving Water Intrusion & Mold Problems in New Jersey

I am eagerly looking forward to a new challenge in my career. I thoroughly enjoy On Site Property Management but would consider using my talent in other areas, such as a company asset to assist portfolio managers. I am open to explore all opportunities.

Reason for resigning as On Site Property Manager:

It was time to move on. Details will be provided at interview.

Professional References:

Greg Spewack, CPA: Society Hill Condominium Accountant & Auditor
101 Chestnut Avenue, Mt Laurel, NJ 08054 856-273-1282

George Greatrex, Esquire: Society Hill Condominium Attorney
1415 Route 70 East, Suite 210, Cherry Hill, NJ 08034 856-616-8080

Stephen Smith, Jr., Insurance Broker: Society Hill Condominium
1120 Bethlehem Pike, Suite 1120, P.O. Box 858, Spring House, PA 19477

Warren Sheeber, Past President & Current Trustee: Society Hill Condominium
313 Society Hill, Cherry Hill, NJ 08003 856-904-1457

Stephen Broder, CPA, Treasurer: Society Hill Condominium
604 Society Hill, Cherry Hill, NJ 08003 609-707-4247