

CENTURION

CONDOMINIUM MANAGEMENT SPECIALISTS

Centurion specializes in delivering full-service, low-cost, technology-driven services to small condominium community associations in Central Texas.

WHO WE ARE

Centurion's professional team is led by Rob McDaniel, who founded Centurion in 2005. Rob is a Certified Manager of Community Associations and served as Executive Director for Sun City Texas, a 5,000-home country club community in Georgetown, Texas. Rob's combined experience as volunteer President of the Avenue Lofts HOA in downtown Austin, and 15 years managing homeowner associations at the most sophisticated levels in the industry, give him the insight and know-how to create the unmatched combination of high service and low cost offered by Centurion.

WHAT WE DO

Centurion specializes in managing condominium associations for communities of less than 100 units. Our operations are limited to the Central Texas region. Because we focus on a narrow niche in the marketplace, we are able to customize our service delivery to the unique requirements of each one of our clients. We provide a high level of expertise, in-person meeting attendance, regular on-site inspections, and personal service. Our goal is to empower our clients to make full use of our services to get the most out of their condominium living experience.

HOW WE DO IT

Centurion uses web-based technology to conveniently collect, organize, share, and distribute information that is relevant to the efficient management, responsible ownership, and daily enjoyment of condominium living. Our web-based system allows every owner to communicate instantly with us and other owners, view association fee payments, track maintenance orders, review association budgets, access legal documents, and much more, all at the appropriate level of security and privacy.

CONTACT

Rob McDaniel

512-417-3919

robmdaniel@austin.rr.com

Cid Galindo

512-472-5129

cid@cidgalindo.com



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OUR TEAM

Our executive team brings over 70 years of experience in homeowner association, condominium association, and multi-family management.



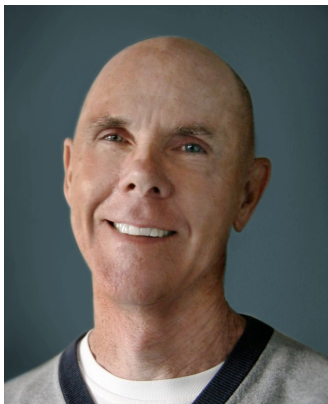
ROB MCDANIEL Founder And President

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CID GALINDO Vice President, Business Development

Cid Galindo is a condominium resident and owner, and former Board Member and Treasurer of the Brazos Lofts COA in downtown Austin. Cid has over 25 years of multi-family and general business management and consulting experience. He is also active in local real estate planning and civic activities including serving four years as a City of Austin Planning Commissioner. Cid currently serves as a Director of Envision Central Texas, the local chapter of The Congress for the New Urbanism, and the Downtown Austin Alliance.



RANDY FORTENBERRY Vice President, Operations

Randy Fortenberry is also a condominium resident and owner, and currently serves as President of the Avenue Lofts COA. With over 30 years of experience as a school teacher, principal, and superintendent, Randy has a lifetime of meaningful experience with people and buildings. In his spare time, Randy is a Senior Consultant for the Bureau of Education and Research and previously served as Chair of the Compaq Computer International Advisory Board.

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OUR PRINCIPLES

Our principles are the soul of our business. We believe that as long as we are true to them, we will be successful, and we will have a positive impact on the lives of the residents in the communities we serve.

We will start where our clients are

No one understands the needs of a community better than the association leadership. That is the starting point of our management agreements and customization of services.

We will coach the team

Most board members are new to the technical and legal aspects of association leadership. Our experienced team will provide the guidance to get everyone comfortable with the job.

We will excel in communication

Communication is the cornerstone of a well-managed condominium association. Convenient, secure, and timely access to information is at the core of our business model.

We will stay focused on our business

We are specialists. Condominium management is the one thing we do best, and other portfolio interests will not distract us from focusing on our core competence.

We will have no conflicts of interest

We have nothing to sell other than our service, so our clients' best interests are all that matter in the decisions we make.

We will keep up with technology

Our technology platform is state-of-the-art in our industry. Our web-based systems approach will keep our communities at the leading edge of technology.

We will stay local

Our staff and contractors live within our service area. Clients can always count on a hands-on response to emergencies 24 hours a day.

We will help build community

People make communities and condominium communities thrive on volunteerism, events, and social activities. We help residents get involved in all our communities.

We will be sustainable

Condominium living is energy efficient and environmentally sustainable, so is the way we conduct our business and deliver our services.

We will be problem-solvers

Even if a problem falls outside the scope of our management agreement, we will help direct our clients to the best solution.



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OUR SERVICES

The services included in our standard management agreement include in-person meeting attendance and weekly on-site inspections as well as convenient web-based access to all data relevant to the performance of our services.

Maintenance and Operations

- Cost-effective and efficient contract bidding, negotiations, and administration
- Verification of insurance and bond coverage for contractors
- Design and implementation of preventive maintenance program
- Weekly documented property inspections
- Identification and resolution of serious non-routine maintenance needs
- Provision of 24/7 emergency maintenance services
- Instant on-line work order progress tracking

Communications

- Attend scheduled Board meetings and Annual Members Meetings
- Distribute Board Meeting announcements, agendas, and minutes
- Distribute Annual Meeting announcements, agendas, and minutes
- Administer Rules and Regulations including architectural control
- Administer information requests, complaints, and requests for documentation
- Process resale and transfer certificates
- Secure on-line access to personal account data
- Instant on-line access to:
 - Association documents*
 - Residential forums*
 - Association forms*
 - Association activities*
 - Other local condominium association boards*
 - Web-based newsletter*
 - Industry news and other useful information*

Finance and Administration

- Administer accounts payable/receivable and delinquent assessments
- Maintain files and records to insure a good record of activities
- Monitor and administer insurance coverage
- Reconcile monthly accounts and bank statements
- Provide Balance Sheets, Income Statements, Budget Variance Analyses
- Compile and submit recommended annual budget
- Provide ACH (automatic withdrawal/payment) capabilities

Clerical

- Maintain up-to-date roster of owners and mortgagees
- Handle all incoming telephone, email, and mail communications
- Maintain records of all contracts, warranties and other items important to the verification of services performed on the property



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OUR TECHNOLOGY

Our technology drives our business model. Many of the burdens that small associations face are handled by our advanced web-based applications. Our centralized web portal is accessible to all community members from any computer connected to the internet, making managing the association easy and stress-free for board members, owners, and residents alike.



Track association budgets, revenues, and expenses

- Track individual fees and payments
- Create one or multiple budgets and compare against actual expenses
- Review financial performance over different periods of time
- View summary reports, then drill down for more detailed information

Track residents, unit owners, and receivables

- Maintain resident information for association owners
- Maintain owner ledgers; track payments, charges and balances
- Quickly review payments received and outstanding balances by association
- Generate reports on demand; resident ledgers, receivables, payables and more

Accept and issue electronic payments securely

- Accept electronic payments from owners on-line
- Track payees and issue payments electronically
- Automatically update owner ledgers and balances
- Send payment reminders and monitor delinquencies
- Automatically assess and collect late fees

Track community issues and to-do lists

- Record community issues, tasks, and to-do lists in one place
- Prioritize issues, set due dates, and track progress
- Receive notification when new issues are created or updated
- View issues by priority, category, due date and more

Keep maintenance and repair records

- Keep maintenance and repair records online
- Track expenses to help with budgeting
- View records by building, unit, repair date and more

Distribute information and participate in community forums

- Post community announcements, notices and bulletins online
- Participate in private community discussions and on-line polls
- Share association bylaws, meeting minutes and other important documents



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PRICING

Our pricing structure could not be simpler:

- \$30 per month per unit
All services included
Minimum \$300 per month
- Minimum 1-year agreement
- Additional consulting on a per engagement basis

CLIENT COMMENTS

This is great Rob. I noticed too that we didn't have any overflow in the last set of storms. Looks like we have some more rain coming our way this evening. I'll check out the carpeting later on for dampness. Sure is nice to have unsolicited follow up!!

-Madge #101

To my knowledge this is the first "list" we have ever received from any manager. Outstanding! We really know what you are working on. Thank you for the excellent communication.

-Randy #305

Thanks for all your help. I have really noticed a difference!

-Cason #401

PROPERTIES AND REFERENCES

Property	Reference	Phone
6th and Brushy	Ivan Cook	512-680-2610
Avenue Lofts	Nash Garrison	512-469-5983
Clarksville Heights	Jeff Fraley	512-517-3616
Patterson Townhomes	Chris Munson	512-835-1111
Satsuma 53	Scott Collier	512-795-5824
Terrace 9	Teresa Nguyen	512-699-9200

