

This document was started on December 12, 2023

Managers Report

Management has reached out to Curiosity, the website platform company, to seek further information on why the website can not be accessed through a cell phone. Per communication with the website vendor, the platform is responding and working with chrome, safari and bing platforms. Owners please check if you are connected to Wi-Fi or if you are roaming. If users are experiencing issues, please email the Association Office.

Management has created and uploaded the 2024 Beach Access Codes to the SOA website.

Per the direction of the Board President and Vice President, the storage unit leasees have been contacted to extend the verbal storage agreement for one month ending January 31, 2024.

The grounds department started pressure washing the sidewalks on the property. The staff will finish this project once the weather gets above 60 degrees.

The Milestone Inspection has been posted on the Owners website.

Manager has been working with the Timeshare Manager on maintenance week inspections with guidance on maintenance expectations outside of the maintenance week form.

The Timeshare Manager will be sending out a mass email to the timeshare owners sharing the 2024 deeded week schedule.

Management will continue to work on the website for updating and revamping purposes.

The General Manager will be working closely with department leads to schedule open punch list items throughout the property.

The General Manager will be working closely with the onsite staff to clarify, enhance and increase efficiency within operational communications and tasks.

The General Manager and the Board of Directors are working on storage unit leases for the year 2024.

Management has continued to review the association documents and the policies that are in place.

Management has sent out the 2024 beach access codes.

Management has sent out the Request For Proposal to all owners, Panhandle Getaways, Real Joy, Resort Collections, Coastal Parasail, and Emerald Hub. All inquiries, questions and communications for this opportunity are being addressed to the General Manager and or the Board President. **The deadline for this is January 15, 2024.**

Coupon Books for the 2024 year will be sent to all owners in both divisions after the 2024 budget is approved by the Board of Directors.

Management is working on gathering information regarding the surfboard showers. The staff was instructed to remove two boards last season. The current GM does not have record or knowledge of why the removal was requested.

The Board of Directors will be reviewing all money market accounts for the upcoming year.

December Request for Modification and/or Alteration Forms Submitted to the Association: 1511 & 931

Timeshare Units- Maintenance Weeks that have been completed are: 107, 109, 417, 623, 917, 1003, 1015, 1324

Vendor Update

Hiller is scheduled to be onsite to repair deficiencies regarding to the fire alarm system in units: 231, 1020, 215, 912, 615, 1327, and 203

Management is still waiting for a date for the sprinkler deficiency repairs from Hiller Companies.

C Sharpe will not be onsite December 25, 2023 or January 1, 2024.

Webber Engineering has sent the completed Milestone Inspection to The Summit.

Southern Pools and Spa has been asked to submit a quote for the perimeter pool cracks.

System Services and Engineering was onsite on December 27, 2023 in regards to the photometric survey for the building to obtain a night swimming permit. The General Manager is waiting for a follow up on the next scheduled site visit for the brightness.

System Services and Engineering was onsite December 27, 2023 to look at the indoor hot tub. The General Manager will be talking with the maintenance staff regarding the federal breaker panel for parts and an electrician will be scheduled to come back out to look at the lights.

System Services and Engineering will be onsite December 28, 2023 to remove two lights for C Sharpe under the canopy.

V Trips and Resort Collections will be offsite as of December 31, 2023.

Window World will be working on punch list items and city inspections the first of the new year.

Quality Gates and Services will be onsite after the New Year to replace a component within the exit gate motor.

C Sharpe is continuing to work with the General Manager and the Board of Directors regarding the project onsite.

ProCom has been contacted to remove the existing camera under the canopy. ProCom will be onsite December 28, 2023

Hiller has been contacted to remove fire alarm within the canopy for the C Sharp demo on the roof of the center canopy.

Hiller was onsite December 27, 2023 to move the fire alarm cords regarding the line item above.

The Board of Directors and the Manager have reviewed the signed modernization agreement for the elevators. The General Manager and Cavinder Elevator will be discussing the financial obligation requesting a discount due to performance clause regarding start date of elevator four.

As of December 28, 2023, the General Manager is still waiting for a start date from Cavinders regarding the install of elevator four.

Elevator 2 cladding has been completed as of November 7, 2023. Elevator 3 cladding is scheduled for January 8 and January 9 of 2024.

Upcoming Taks and Objectives for 2024

Grounds will be pressure washing the sidewalks and pool deck starting the last week of December and the first two weeks of January.

Pine Straw install.

Grounds and Building will be working on stairwell paint project.

Balcony Tile Removal

Milestone Inspection Obligations

Vendor Relations

Enhancement opportunities throughout the property.

Timeshare Division Operations

Completion of obtaining correct permits for the property.

Gym Equipment

Enhance Owner Experience regarding Maintenance Work Order Communication

Association Website for Owner Information

www.summit-resorts.com

If you are needing assistance regarding the association website log in, please contact the Owners Association Office.