

February 16, 2024

Managers Report

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

Management will continue to work on the website for updating and revamping purposes. Management was recently informed that the calendar on the Owners website is not active to show owner lounge reservations. Management has received a quote from the website vendor to create this however, Management is still discussing this with the vendor due to high cost, contract relations and timing of why this was never caught.

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

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

The Grounds and Building Department have painted the showers on the west until the surf boards are replaced.

Maintenance has ordered more LED lights for the stairwells throughout the property. After a recent light inspection, there are ten lights that are not LED. Unfortunately, the lights that were delivered were not the right lights. The staff is working on finding lights that are similar to what we have onsite. The current fixture was discontinued.

Management and the Board of Directors will be ordering a few new luggage carts.

Management is still working on wood rot, stucco repairs, and electrical information for the property.

Per the Association Rules and Regulations, trailers and boats are not allowed on property March through August.

The 2 of the easy go carts will be picked up by Panama City Golf Carts the second week in February.

The association office is working with Coastal Accounting on the year end audit and almost done with the YE financials.

The Association has contacted the trash chute chemical company to inspect and repair all three odor control machines within the chutes. Vendor is waiting to confirm site visit date- either next week or the second week in March.

Management is waiting for a pickup date for the floor machine.

All front door mats have been removed from the common area walkway.

The Men's Sauna is currently working. Management has contacted the manufacture for new parts for the machine.

The Association has hired a new employee to assist the General Manager with vendor and project relations of the Association.

Management is still working on collecting bids for the ground floor walkway repaint.

Vendor Update

Pools

Southern Pools and Spa has ordered a new cleaning agent for the indoor hot tub. Due to back orders from supply, the vendor will do their best to scrub by hand.

Southern Pools and Spa will be addressing the perimeter cracks on the indoor and outdoor pool within the next month.

Slider and Window Install

Floors 15, 14, 13, 12, 11, 8, 7, and 6 have been inspected by window world. Window World will be back onsite Thursday, February 22 and Friday, February 23 for additional inspections.

Elevator Mod

Cavinder Elevator is scheduled to begin elevator 4 moderation project on January 22, 2024.

GM is working with Cavinder on the flooring, cladding and cab install.

After a recent discussion with Cavinder Elevators, the Association has been given an updated quote for epoxy flooring within the elevators. Epoxy flooring is not included within the submitted scope of work. The Board of Directors and Management are reviewing the contract and the quote regarding the epoxy flooring.

Night Swimming- Permit Process

With the assistance of the community, The Summit has contacted a few vendors to obtain the proper permit for night swimming. **** Owners, do not call vendors on behalf of the Association. This project is a two-part project- obtaining the correct permit for night swimming while meeting the requirements of the Sea Turtle Protection Ordinance.**** The proposed plan must include a lighting plan in respect of the sea turtle protection ordinance. Buildings do have a possibility of being grandfathered in, however, with one change, the plan must be updated to code.

As of the week of February 10, 2024, System Services and Engineering have offered to have a lighting inspector to come out. Management asked clarification again on the turtle ordinance where SSE confirmed this project would be their first photometric survey regarding the proper permits which could take longer than expected due to inexperience of this two part plan with a quote of changes (if needed). Bay Engineering and Solutions has contacted The Summit recently after finishing two projects following up from The Summits request in November. Bay Engineering and Solutions have been onsite twice this week to obtain information to present a proposed lighting plan.

Management has contacted 3 additional companies regarding this information. Due to the timing and the importance of this task, Bay Engineering and Solutions will be attending the Board of Directors Meeting on Friday, February 16, 2024. For more information regarding the Sea Turtle Protection Ordinance, please visit www.myfwc.com For more information regarding the requirements for wet pool deck lighting requirements to obtain a night swimming permit, please visit www.floridahealth.gov

Front Exit Gate

Unfortunately, the gate still did not respond after a recent tech visit. The tech believes this is a circuit board issue. The Association received a quote to replace the circuit Board for \$867 with a 1 day install and a motor replacement with warranty components for \$9K. Management has been informed by the vendor that the exit gate motor is over due to be replaced. Below is the history of the exit gate for 2023.

8/29/2023: Exit Gate Issue with Photobeam (The cable inside the photobeam had been cut. It was repaired by us).
10/3/2023: Exit Gate not closing (Photobeam was out of alignment)
11/17/2023: Exit gate will not open nor close (Found that the APE encoder is defective per Liftmaster tech support)
- Need part to repair.
6/27/2023: Exit Gate was hit and won't open/close (Position Sensor needed replaced. Replaced 7/19).
3/27/2023: Exit gate is broken (Sprocket on output shaft spins, needs replacement. Replaced output shaft and sprocket with chain on 4/11/2023)

Irrigation

Watkins Irrigation was onsite February 10, 2024, to conduct an irrigation audit and to repair large leaks throughout the property. The water hose bib on the northeast side of the property has been repaired and is working properly.

Balcony Tile Removal

Management is collecting bids for this project.

Beach Surf Board Showers

McAlpin Signs, Inc is working with the General Manager on a quote to repair and or replace the surf board showers.

Gym Restroom Area Mirrors

Panama Glass will be onsite next Thursday to measure the men and women gym lobby mirror for a perimeter frame to update and cover finish wearing off.

ADA Parking Lot Handrails

Management was able to locate an additional handrail onsite. Unfortunately, the association staff was not able to locate more handrails onsite. Triple H welding will be onsite Friday, February 16 to see if they can fabricate a rail. Management has already given the vendor measurements of existing rails.

Pest Control

Orkin Pest Control was onsite Thursday, February 15, 2024 to spray the scheduled floor. Orkin Pest Control sprayed the exterior hot tub area regarding comments of small bites from guests and owners.

Annual Termite Inspection

The contracted vendor will be onsite February 27, 2024 to conduct the annual termite inspection. The vendor will be accessing all ground floor units with an Association Representative present.

C Sharpe

C Sharpe has rescheduled the final walk-through date for next Friday, February 23, 2024.

C Sharpe is working on the drywall repairs and install in the east and west laundry room.



<-- EAST Canopy New Decking and Joists.



<-- West Canopy New Decking and Joists.

After recent discovery, Management is investigating options to install HVAC wall units and exterior vents for the east and west laundry room to assist with air circulation and regulation.

Modification Requests

Management has not received further communication with the Owner of 931 regarding the submitted modification request where the Board wanted to see if the desired exhaust could be tied into the existing dryer vent hole.



Management has spoken with the owners of 1505 regarding the submitted modification request. The Owners have been approved to remove the drywall, tub, toilet and vanity of restroom. Owner will be submitting a second request regarding the plumbing. The owner has confirmed the vendor will not be moving the drain line nor will a zero entry shower be installed. The owner did speak with the city building inspector regarding obtaining a permit for the submitted work which they have confirmed the vendor, hiller plumbing, has pulled the required permit to replace all plumbing pipes within the restrooms for life extension of pipes. During the removal of the drywall within the restroom, the owner contacted the General Manager stating that the vendor had found a possible broken roof exhaust pipe broken within the wall. Management is investing thing item.

Upcoming Taks and Objectives for 2024

Grounds will be pressure washing the sidewalks and pool deck - Weather Permitting

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.