

March 21, 2024

Managers Report

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.

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

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.

Management is looking into new speakers on the pool deck due to rust.

The front entrance sign has been repainted in house to assist with curb side appeal.

The front entrance has also received fresh pine straw to assist with curb side appeal.





The Association experienced a fraud charge where a police report was filed. Management is working with the bank to investigate and collect the funds again. The funds have been recovered and placed back into the bank account March 19, 2024.

Management has been working with the staff on enhancing the property registration experience.

Due to the recent lift station back up inside and near Bikini Bob's, Management has installed female waste bins inside the restrooms and has documented which restroom's hand dryers work and do not work.

Management has ordered 5 hand dryers for common area restrooms. Once the hand dryers have been delivered, the paper towel holders in the restrooms at Bikini Bob's will be removed in efforts to reduce the lift station getting backed up with hand towels and feminine products. Per conversations with Maintenance Representatives, the lift station plumbing is for Bikini Bob's and the restrooms attached to Bikini Bob's.

Maintenance has completed repairing and installing all lights within the elevator lobbies and the stairwells.

New luggage carts/buggies have arrived for guest and owners to use.





ON THE GULF OF MEXICO

Shower curtains for the men and women's restroom inside the gym area have been installed.



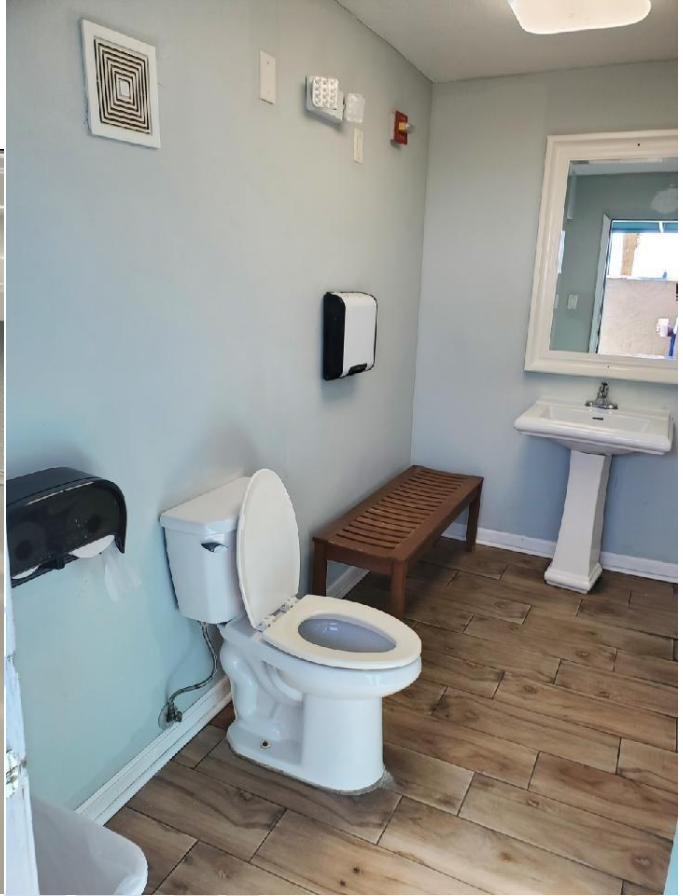
Maintenance was able to address missing paint and damaged items within pool restrooms.






RESORT

ON THE GULF OF MEXICO



SUMMIT

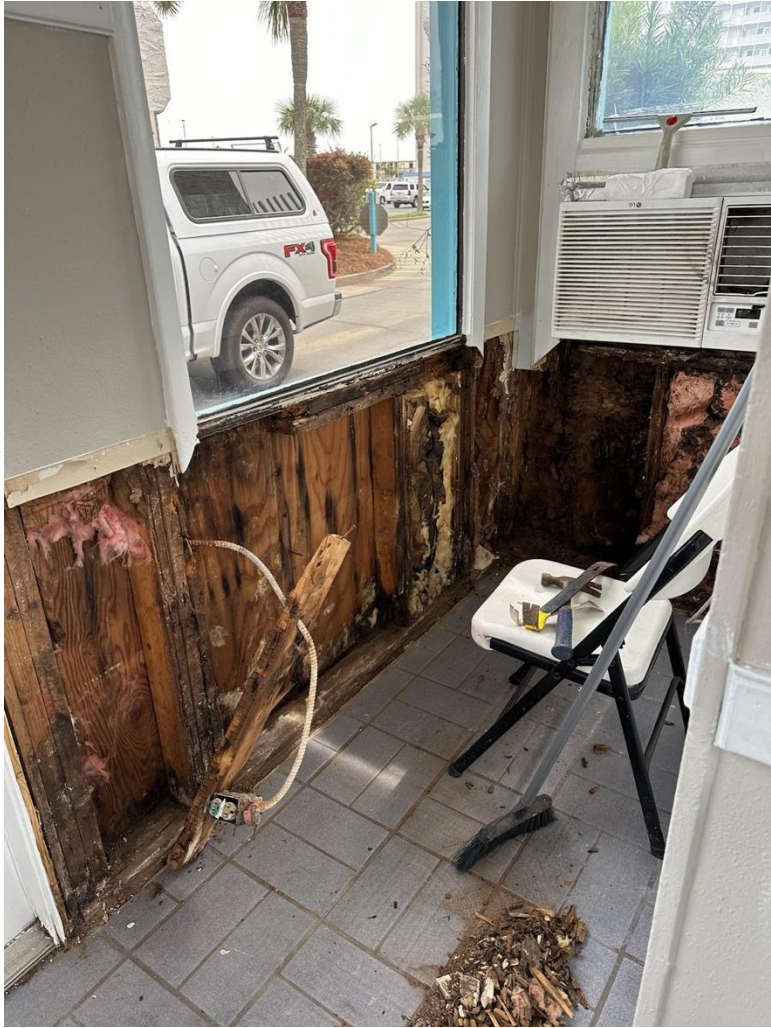
A CONDOMINIUM RESORT

ON THE GULF OF MEXICO



Management has repainted all of the blue on the guard shack to enhance the curbside appeal.

In house maintenance, is currently working on the wood rot within the guard shack this week and next week.



CONDOMINIUM RESORT
MEXICO



SORT
0

Vendor Update

Curiosity- Website Vendor

The online website calendar has never been set up. Per the vendor, this set up would be an additional 5 hours of work to allow the calendar to be interactive for management. The cost to make this interactive is \$675.

Coastal Accounting- Management has been working with the selected vendor on the year end financial audit.

Window World

Management has created a list of units that have not been inspected by the city. Window World did not have a list of units that have been scheduled, inspected and signed off on by the city. Management has requested for all units for

- Floor 1
 - o 102, 103, 104, 105, 106, 107, 109, 124, 125, 126, 127, 129, 131
- Floor 2
 - o 202, 203, 205, 206, 207, 208, 209, 210, 211, 212, 213, 216, 217, 219, 220, 224, 225, 226, 227, 228, 230, 232
- Floor 3
 - o 301, 302, 304, 306, 307, 308, 310, 315, 318, 319, 320, 321, 322, 324, 325, 326, 327, 328, 329, 330, 331
- Floor 4
 - o 402, 403, 406, 407, 408, 409, 410, 412, 413, 414, 415, 417, 419, 420, 421, 422, 424, 425, 426, 427, 428, 429, 430, 431
- Floor 5
 - o 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 514, 515, 516, 517, 519, 521, 522, 523, 524, 526, 527, 528, 529, 530, 531
- Floor 6
 - o 601, 602, 603, 605, 608, 609, 610, 611, 612, 613, 614, 616, 618, 619, 620, 621, 622, 623, 624, 626, 627, 628, 629, 630, 631, 632
- Floor 7
 - o 702, 703, 704, 705, 707, 708, 709, 710, 711, 713, 714, 715, 719, 721, 722, 724, 725, 727, 728, 729, 730, 731, 732
- Floor 8
 - o 801, 802, 803, 805, 807, 808, 809, 810, 811, 813, 814, 815, 816, 818, 819, 821, 823, 824, 825, 826, 831, 932
- Floor 9
 - o 901, 905, 908, 909, 910, 911, 912, 913, 915, 916, 917, 918, 919, 921, 922, 928, 929, 930
- Floor 10
 - o 1001, 1003, 1004, 1006, 1007, 1009, 1010, 1011, 1012, 1018, 1014, 1015, 1017, 1018, 1019, 1020, 1021, 1022, 1023, 1025, 1027, 1028, 1029, 1030, 1031, 1032
- Floor 11
 - o 1102, 1103, 1106, 1107, 1108, 1109, 1110, 1111, 1112, 1113, 1114, 1116, 1117, 1118, 1119, 1120, 1121, 1122, 1124, 1125, 1126, 1127, 1128, 1129, 1130, 1131, 1132
- Floor 12
 - o 1201, 1202, 1203, 1204, 1205, 1206, 1208, 1209, 1210, 1211, 1215, 1216, 1219, 1220, 1221, 1222, 1223, 1224, 1225, 1226, 1227, 1228, 1229, 1230, 1231, 1232
- Floor 13
 - o 1301, 1303, 1305, 1306, 1308, 1309, 1310, 1311, 1313, 1314, 1315, 1316, 1317, 1318, 1319, 1320, 1321, 1322, 1323, 1324, 1325, 1326, 1328, 1329, 1330, 1331
- Floor 14
 - o 1401, 1403, 1404, 1405, 1407, 1408, 1409, 1410, 1411, 1412, 1414, 1415, 1416, 1417, 1418, 1420, 1421, 1423, 1424, 1425, 1426, 1427, 1428, 1429, 1430, 1431, 1432
- Floor 15
 - o 1501, 1502, 1503, 1504, 1505, 1507, 1508, 1509, 1510, 1511, 1512, 1513, 1514, 1515

Window World will be onsite Monday, March 25, 2024 to address the units listed below per submitted issues and inspections conducted by Window World.

Inspected units that needed additional parts:

801 Cosmetic cover cap
1513 SGD latch
809 Screen handle damaged
821 Screw covers
826 dust pads
831 dust pads
1417 SGD latch
1421 Window sash
1425 SGD latch
1301 SGD panel 5'
1308 SGD panel active 3-panel
706 window sash
1106 SGD lock keeper
1117 SGD latch
1124 SGD latch
106 window sash
1016 SGD cosmetic cover
1019 SGD cosmetic cover
925 SGD cosmetic cover
1115 SGD latch
421 SGD stop
211 window
231 window
532 SGD panel 5'
Unit 503 owner submitted issue
Unit 302 owner submitted issue
Unit 702 owner submitted issue
Unit 529 owner submitted issue
Unit 514 owner submitted issue
Unit 1418 owner submitted issue
Unit 1301 owner submitted issue
Unit 1506 owner submitted issue
Unit 1414 owner submitted issue
Unit 516 owner submitted issue
Unit 231 owner submitted issue
Unit 822 owner submitted issue
Unit 213 owner submitted issue
Unit 1513 owner submitted issue
Unit 519 owner submitted issue
Unit 1330 owner submitted issue
Unit 218 owner submitted issue
Unit 1030 owner submitted issue

Management will be sharing a list of units that have received install damage from Window World for review per owner requests regarding repair expenses.

Cameras

Pro Com, the camera security company, was onsite, March 21, 2024, to reinstall the cameras under the awning and address the cameras that are out per the monthly camera inspection conducted by the Guest Services Department Lead.

ADP

Management was contacted by ADP regarding the SOA following up on a 401k plan for employee's. General Manager is setting up a follow up call with this vendor for more information about the plan.

Chem Search

Chem Search is the trash chute odor control company that the Association. Two out of the three odor control machines are not properly working. Management is waiting for the repair proposal in writing from the vendor to get this repaired.

Pools

Management is waiting for scheduled dates to complete the patch jobs around the perimeter of the pools and the inside hot tub. The goal is to schedule this where it does not impact the guest and or owner experience.



Elevator Mod

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

Cavinder is right on track per the submitted and posted Cab 4 Project Schedule. Cavinder will be working in the hoist ways the week of March 25, 2024.

After 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.

During an upcoming Board Meeting, the Board will need to discuss the change order regarding the cladding on the ground floor and the epoxy flooring proposal.

Night Swimming- Permit Process

Bay Engineering Solutions has been onsite multiple times. The Association has received a quote for the lighting plan. The Board President had a meeting with the vendor via telephone on Friday, March 22, 2024.

The General Manager and the Board are continuing to explore other options to obtain the proper lighting per the State of Florida Health Department.

Front Exit Gate

The Association is waiting for the exit gate motor to be delivered.

East and West Laundry Room

Board and Association Personnel are exploring adding a mini split hvac system, in efforts to create air flow. Below is a photo of a similar system that the Association is exploring to install in the spaces. The Association will be investigating cost and types of new laundry machines once this space is completed with the contracted vendor. Per the direction of the Board, Management has contacted an electrician to come out to prior to adding the split system. Management will send a photo of the system on the exterior of the building (in the air) per the recommendation of a Board Member.

C Sharpe

C Sharpe has completed the work onsite. Per the Direction of the Board President and Director, Mr. Nichols, C Sharpe has received their final payment invoice. C Sharpe will be invoicing the retainage payment invoice within the next week or two. C Sharpe will be coming out the week of March 25, 2024 to address the paint residue on the window of 218. Per the direction of the Board, the two doors that were installed in the electrical rooms on the ground floor, are approved and accepted as is per the agreed upon scope of work.

Bikini Bob's

Management has submitted photos of recommended changes to the Association Insurance Carrier regarding submitted recommendations from August 2023 for Bikini Bobs.

Resort Collections

Management has received the summer entertainment schedule. Management will be placing this information on the owners website and shared via mass email to all owners and property managers.

Upcoming Task and Objectives for 2024

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

Gather quotes for pavement options for the north and full parking lot. – Off season project.

Gather quotes for repainting on tennis courts and shuffleboard courts. – Off season project.

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.

