

April 19, 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.**

The Website company has been working with the General Manager on the community website.

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

With the help of the Board, Management is working on a slide show for display in the Guest Services office.

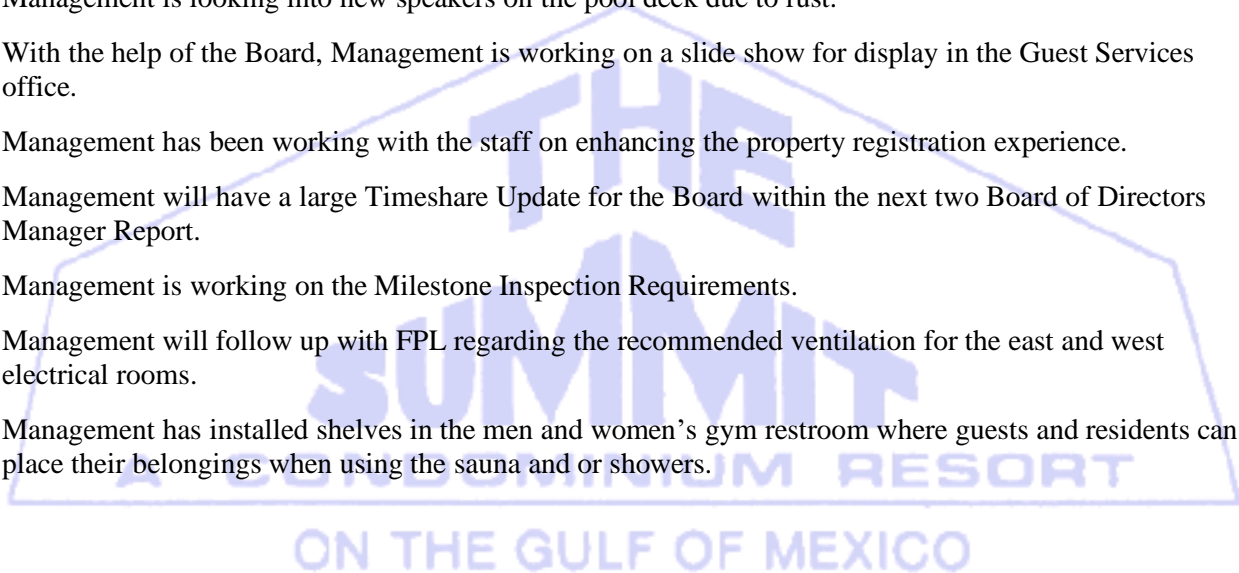
Management has been working with the staff on enhancing the property registration experience.

Management will have a large Timeshare Update for the Board within the next two Board of Directors Manager Report.

Management is working on the Milestone Inspection Requirements.

Management will follow up with FPL regarding the recommended ventilation for the east and west electrical rooms.

Management has installed shelves in the men and women's gym restroom where guests and residents can place their belongings when using the sauna and or showers.

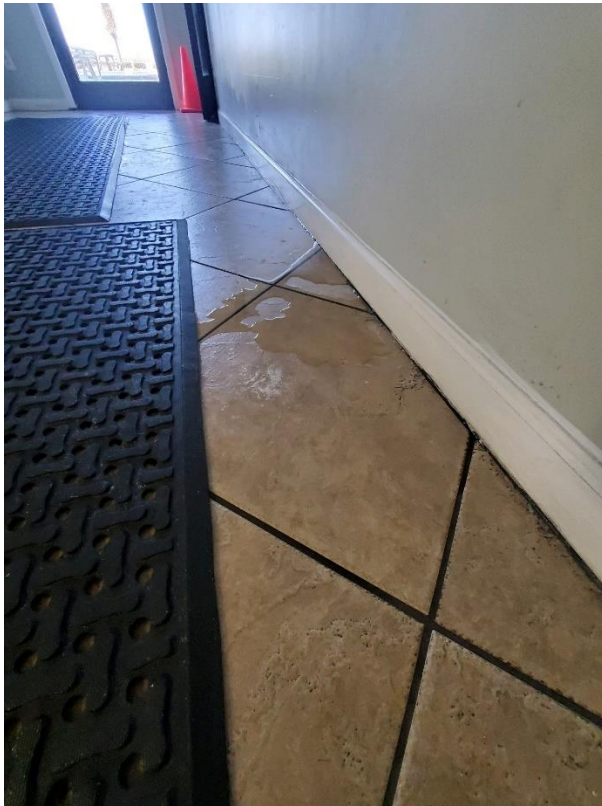




Management has begun investigating the tiki drain issue and will be working with this vendor on conducting more investigation where we do not impact the customer experience at the Tiki Bar.

Management has contacted a vendor to repair pool loungers onsite.

The indoor hot tub is currently closed due to the same leak that was recently repaired. Management has contacted the company who conducted the repair last month. We are on a 2 week waiting list for the vendor to come back and inspect the recent repair. Once Management has a site visit date, the “closed” sign will be updated on property.

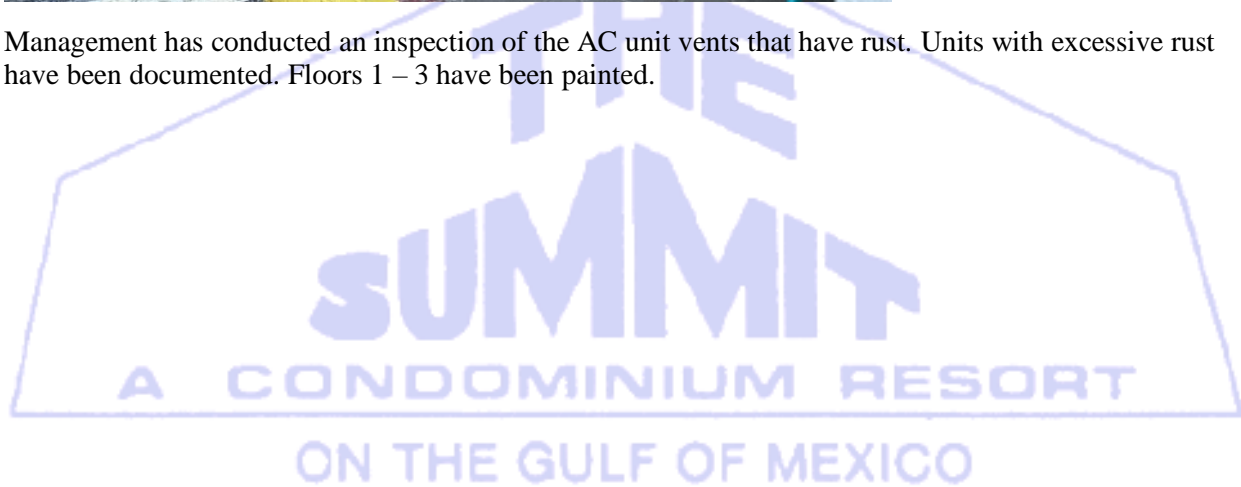


Polywood Chairs have been built and placed on property to enhance the curb side appeal. Please see the photos below.

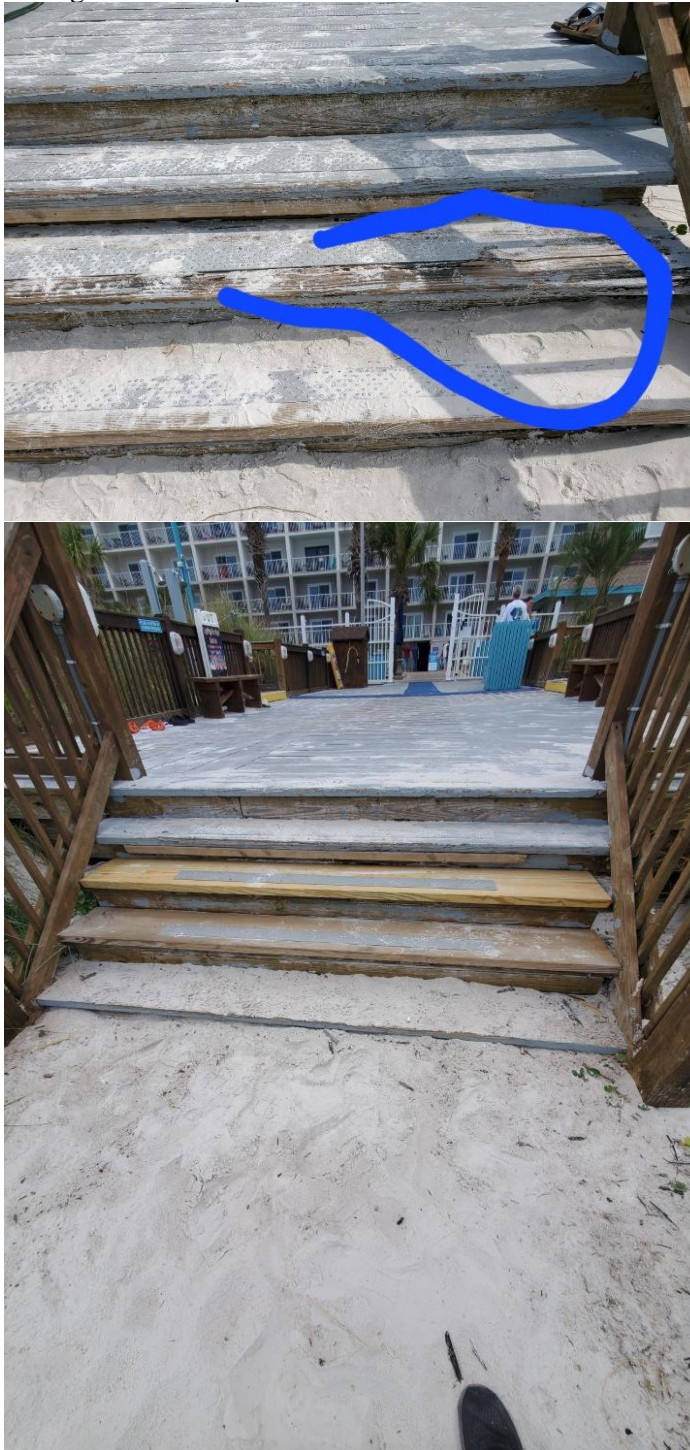




Management has conducted an inspection of the AC unit vents that have rust. Units with excessive rust have been documented. Floors 1 – 3 have been painted.



Management has repaired a stair on the board walk.



Management is planning on picking up 13 tons of rocks to replenish the landscaping rocks for the season the week of May 1 with the install of the follow week.

Management has pressure washed the west gulf side of the side walks the week of April 15.

Please see a small before and after photo below.



Management is planning on pressure washing the east side walk gulf side next week- weather permitting.

#### **Tiki Bar Drain**

Management was able to investigate and assess the tiki bar drain. A local vendor was contacted to suck out the drain which the Association will be maintaining the drain and has created a preventative maintenance plan.

#### **Pools**

The State of Florida Health Department inspected all the pools the week of April 15, 2024. All pools are satisfactory for day time enjoyment.

#### **Pool Lights**

During the last rain storm, the property received damage. The student breaks fence was broken and has been repaired.

One of the 30 foot pole lights has a broken fixture. Management has gathered fixture cost and lift cost to repair this light. Management has placed caution tape on the bottom of the light for safety.

Please note once the fixtures have been replaced, management will reconnect the lights as they were disconnected in 2021 per maintenance.



## **Vendor Update**

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

## **Window World**

City Building Inspections will be conducted on Tuesday and Wednesday's from 2 pm – 5 pm. Per the inspector, the inspections should take 5 – 10 minutes. Please see the scheduled City Inspections below.

## **Window World Schedule**

Tuesday, April 16, 2024 - Floor 13 ***\*\*Rescheduled by the City Building Inspector due to scheduling conflict.\*\****

Wednesday, April 17, 2024- Floor 12

Tuesday, April 23, 2024- Floor 11

Wednesday, April 24, 2024- Floor 10

Tuesday, April 30, 2024- Floor 9

Wednesday, May 1, 2024-Floor 8

Tuesday, May 7, 2024 -Floor 7



Wednesday, May 8, 2024-Floor 6

Tuesday, May 14, 2024 -Floor 5

Wednesday, May 15, 2024-Floor 4

Tuesday, May 21, 2024 -Floor 3

Wednesday, May 22, 2024-Floor 2

Tuesday, May 28, 2024- Floor 1

Wednesday, May 29, 2024- Floor 13 *\*\*Reschedule from April 16, 2024\*\**

Window World was onsite Monday, March 25, 2024 to address the units listed below per submitted issues and inspections conducted by Window World. Window World did not address three units due to guest not allowing access on three units: 1301, 1017, and 1016.

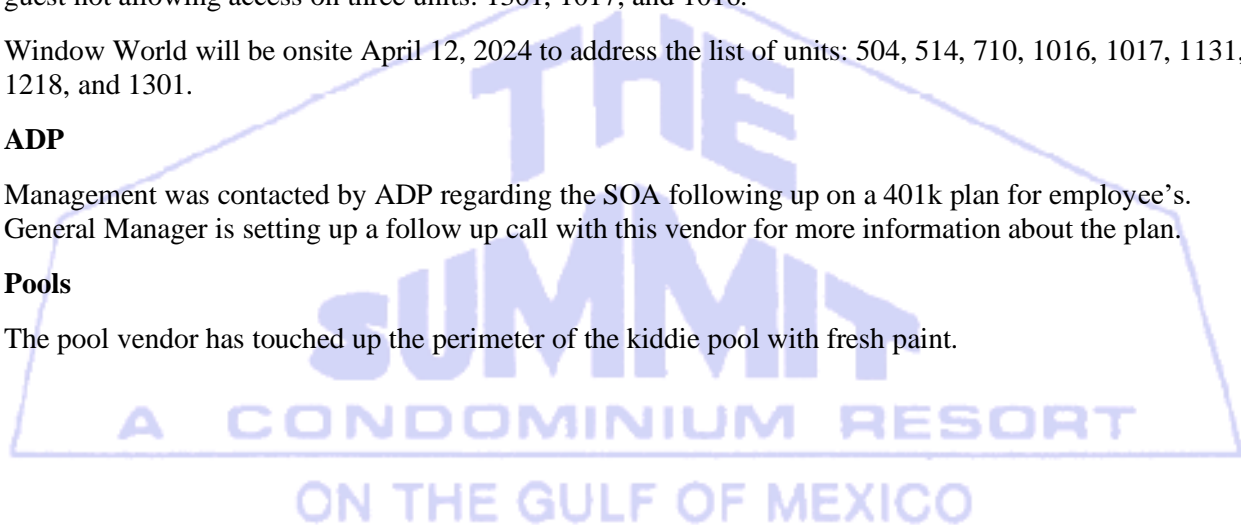
Window World will be onsite April 12, 2024 to address the list of units: 504, 514, 710, 1016, 1017, 1131, 1218, and 1301.

#### **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.

#### **Pools**

The pool vendor has touched up the perimeter of the kiddie pool with fresh paint.





### **Elevator Mod**

Cavinder Elevator is on schedule with the posted project schedule located on the Owners Association Website.

Cavinder Elevator will honor the \$1000 flooring credit to the cladding change order quote or as a credit for the final project where the Board can review options for the elevator floor.

Estimate for epoxy flooring for all four cars is \$10,4000 with a 1 year product warranty and a 1 year installation warranty.

### **Night Swimming- Permit Process**

Bay Engineering Solutions has presented the Board of Directors with a quote for a lighting plan on March 15, 2024 totaling to \$193,910.

Bay Engineering Solutions has presented a lighting quote for the spas on April 15, 2024 totaling to \$26,400.

After reviewing the quote, the Board has contacted SSE to move forward with the \$1500 current photo metric survey to submit to the State Health Department in efforts see which pool will be approved and or not approved with current lighting. If each operating pool permit has not been approved by the State, the Board will request an additional lighting plan submitted by SSE in efforts to address this as soon as possible.

The Association can submit the lighting plan and the proper form for night swimming to the state as many times as they feel is best. There is not a penalty for reapplications or fines if the Association does not meet the requirements for night swimming.

#### **454.1.4.2 Lighting.**

Artificial lighting shall be provided at all swimming pools which are to be used at night or which do not have adequate natural lighting so that all portions of the pool, including the bottom, may be readily seen without glare.

##### **454.1.4.2.1 Outdoor pool lighting.**

Lighting shall provide a minimum of 3 footcandles (30 lux) of illumination at the pool water surface and the pool wet deck surface. Underwater lighting shall be a minimum of 1/2 watt incandescent equivalent, or 10 lumens, per square foot of pool water surface area.

##### **454.1.4.2.2 Indoor pool lighting.**

Lighting shall provide a minimum of 10 footcandles (100 lux) of illumination at the pool water surface and the pool wet deck surface. Underwater lighting shall be a minimum of 8/10 watt incandescent equivalent, or 15 lumens, per square foot of pool surface area.

##### **454.1.4.2.3 Underwater lighting.**

Underwater luminaires shall comply with Chapter 27 of the Florida Building Code, Building. The location of the underwater luminaires shall be such that the underwater illumination is as uniform as possible. Underwater lighting requirements can be waived when the overhead lighting provides at least 15 footcandles (150 lux) of illumination at the pool water surface and pool wet deck surface. If signage clearly indicates that night swimming is prohibited, underwater lights supplying less than minimum illumination required for night swimming may be installed for safety and decorative purposes. **Nothing in this section exempts swimming pools located in coastal areas, as specified in Section 3109 of this code, from compliance with all applicable local and state wildlife and environmental lighting requirements.**

As of April 5, the Board President nor the General Manager has received a call back from SSE regarding the scheduling dates for the survey. On April 8, 2024, the Board President received a call from the POC of the selected vendor where he apologized that he was out of the office and that he will be contacting the General Manager for scheduling to begin the current photometric survey process.

As of April 11, 2024, the General Manager has contacted the vendor twice for scheduling purposes.

As of April 19, 2024, the General Manager has received a response from SSE that their lighting representative is scheduling into mid May.

The contracted pool vendor is still working on the lighting within the outdoor hot tub. As of April 19, 2024, the vendor will be onsite over the weekend to change the lighting fixtures within the hot tubs.

### **Beach Surfboard Showers**

Management has contacted the vendor and the west east surf board showers are estimated to be completed within 1 month.

### **East and West Laundry Room**

Board and Association Personnel are exploring adding a mini split hvac system, in efforts to create air flow. The Association will be investigating cost and types of new laundry machines once this space is completed with the contracted vendor.

After reviewing the specs for the split unit at the request of the Board, the split unit for the WEST laundry room will need to be placed on same side as the front door due to recommended "breathing space" for the unit. Maintenance has contacted Jerry Pybus to come out and requote the electrical needed for this install. Please note, the quote from Jerry Pybus does not include a permit for this install. Management will be working on a quote regarding the application of the permitting process.

Management has contacted two other electrical companies to provide quotes due to the install time shared by Jerry Pybus. Both companies will be onsite next week, April 22, 2024, to give a quote with the request of the electrical permit be included. This project will also have an additional permit needed for a wind platform for the mini split system.



### C Sharpe

C Sharpe was onsite the week of April 6<sup>th</sup> and April 15, 2024 to repaint the entrance wall due to color touch ups and to investigate possible leaks from the most recent storm. C Sharpe will be onsite next week to conduct a water test regarding the concerned areas.





### **Hiller Fire Companies**

Semi Annual Sprinkler and Quarterly Alarm Inspection will be done on Tuesday, April 23, 2024.

### **The Glass Center**

The Glass Center will be onsite April 18, 2024 to install glass trim on the indoor restrooms to cover the wear and tare of the mirrors. **\*\*This has been rescheduled by the vendor. Management is waiting for an install date.\*\***

### **Art Construction**

After months of sending photos of concerned areas of the main roof, GAF (material warranty company for the TPO roof) has honored the photos and has sent confirmation that a claim is now open for the roof. GAF scheduled a representative from Art Construction to come onsite Friday, April 19, 2024 however, the vendor canceled and Management is asking for a site visit this weekend and or Monday morning.

Management has requested a quote from Art Construction for an annual roof inspection for future documentation if the Board wishes to have one done.

### **Upcoming Taks and Objectives for 2024**

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

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.

Gather quotes for repainting on tennis courts and shuffleboard courts.

### **Association Website for Owner Information**

[www.summit-resorts.com](http://www.summit-resorts.com)

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

### **First Quarter Recap and Recognition of 2024**

- First quarter of 2024, the Association received 5 5-star google reviews from guest and owners. sharing about their experience.
- New luggage carts/buggies have been delivered.
- The Association was able to capture property registration data and enhance the guest experience. by having an employee representative at the front office within the glass area.
- Complete the C Sharpe Project.
- Received a new exit gate motor.
- Repair and Replace lights within the stair wells and center elevator lobbies.
- Repair and Replace lights within the pool deck area.
- Management has organized the ESA and Service Animal Registration.
- Flowers and Pine Straw have been replenished and replaced throughout the community.
- Indoor hot tub was reopened.
- Leak within indoor hot tub was repaired.
- All pool lights but two 30 foot wet pool deck area pole lights have been repaired and working.
  - The two 30 foot pool deck lights have been disconnected for quite sometime per Management.
- Begin elevator four elevator modernization project.

ON THE GULF OF MEXICO