

April 5, 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.

The association office is working with Coastal Accounting on the year end audit.

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.

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. Management was able to repaint the wall after removing the paper towel holder.

**THE PALM
A CONDOMINIUM RESORT
ON THE GULF OF MEXICO**



A CONDOMINIUM RESORT
ON THE GULF OF MEXICO



ON THE GULF OF MEXICO

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



The doggy area has been pressure washed. Please see before and after photos.





The window and wood rot has been addressed within the guard shack but this item is not completed.

Management has received Draft Meeting Minutes from January to April from the Board Secretary which the Board will review.

Management has gone through all Pet Information that has been submitted to The Summit per the pet policy. Management has gone through the paper stack and separated owners verse renters. Management will be reaching to owners within these next two weeks for follow up documentation (on anything that is expired) and to remind the registered owners of the rules, required dog band.

The Board has received a quote for leash covers as well.

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 painted WHITE in front of the exit gate as the previous paint has faded. Please note the rest of the white will be painted this week. Last week, the property had a lot of guests where we could not complete the paint.



Vendor Update

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

- 301, 302, 304, 306, 307, 308, 310, 315, 318, 319, 320, 321, 322, 324, 325, 326, 327, 328, 329, 330, 331
- Floor 4
 - 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
 - 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
 - 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
 - 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
 - 801, 802, 803, 805, 807, 808, 809, 810, 811, 813, 814, 815, 816, 818, 819, 821, 823, 824, 825, 826, 831, 932
- Floor 9
 - 901, 905, 908, 909, 910, 911, 912, 913, 915, 916, 917, 918, 919, 921, 922, 928, 929, 930
- Floor 10
 - 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
 - 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
 - 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
 - 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
 - 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
 - 1501, 1502, 1503, 1504, 1505, 1507, 1508, 1509, 1510, 1511, 1512, 1513, 1514, 1515

After Management met with the City to schedule the units for inspection, the City was able to provide a copy of their previous inspection notes to management that were sent to Window World. Window World has been asked to review their previous inspections and punch list items after the city inspection dated from May where the Association can reduce unit access if these items are not needed to enter.

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. After the first week has been completed, I will get with the inspector to see how his work flow was where if more floors can be added, we will add them. This inspection will begin April 9 and April 10.

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

Management is waiting for scheduled dates that does not impact the guest and or owner experience.



The indoor hot tub will be closed on Tuesday, April 9, 2024, due to paint repairs on the floor conducted by the pool vendor.

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.

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.

Beach Surfboard Showers

Management is hoping to have an eta on return within the next Managers Report.

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.



C Sharpe

Management will be making the final payment for C-Sharpe this week.

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.

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

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.

