

The Summit Owners Association, Inc.

Board of Directors Meeting

March 28, 2024, 6:00PM. CDT

8743 Thomas Dr. Panama City Beach, FL 32408

In the Owner's Lounge and by remote

MINUTES

Board Members Present: Stacy Peery, President

Board Members Present by Tele/video conference

Patrick Wood, Vice-President

Gary Plunkett, Treasurer

Joy Cohen, Secretary

Lisa Grayson, Director

Chad Nichols, Director

John Shebel, Director

Dennis Wallace, Director

General Manager: Claire Durham

Owners Present: Mark Peery Unit 102

Chantell Colman Unit 230

Bob Cabe Unit 1515

Mark Henderson Unit 707

1. Call to Order:

The meeting was called to order by Stacy Peery at 6:01PM

2. Roll Call/Establishment of a Quorum

Having eight (8) of eight (8) Board members present, a quorum was established.

3. Proof of Notice of Meeting:

Notice was given to all Board members and posted on property more than 48 hours on prior to the meeting.

4. Old Business

a. Night Swimming- Pool Update and Information for Consideration

- i. Timeline on companies contacted.
- ii. Have called companies in Florida, Alabama and Mississippi
- iii. Our pool permits have never allowed Nighttime swimming; we are in need of a photometric survey. Difficult to get people to respond to.
- iv. SSE has been contacted and will do a photometric survey that will meet the needs to submit to department of health for their review. Can have it done within 30 days once we have started. Have given them information on wattage etc. Once we have this survey we will submit to the dept of health. If it is okay, we can get our certification. If not we will need to address the lighting issues and now we have contact with 3-4 companies
- v. Turtle lighting is an issue and one that we will have to take into consideration.
- vi. Board Member comments:

1. Treasurer Gary Plukett: We have a roadmap and not in favor of spending a dime until we know what we need. In favor of proceeding.
 2. Secretary Joy Cohen: no doubts that this is the best option
 3. Director Dennis Wallace: should move forward on this survey with SSE, lets see what the options are. Lets get the survey first and then address other lighting to fill in the gaps.
 4. Director John Shebel: First do the photometric survey. Do we have outdoor hot tub lights on and all lights working outside before this survey? We need to be proactive and get everything working so we may be able to pass "this test"
 5. Does the \$1500 cover a repeat survey if the first one is not acceptable? yes
 6. Director Chad Nichols: Every light on the pool deck needs to be working. Lets be proactive, not reactive. Getting all the lights working could save us thousands of dollars. We need to pass this test. Turtle compliance is not on the form. We need to find out if we can put temporary lights prior to the survey. It is worth asking the question.
 7. Director Lisa Grayson: Thanks the owners for being patient with us. We are just as frustrated. Thinks this is the way we need to go. Thanking Stacy needs to be acknowledged. We need to light up the pool deck. We need to be sure they can sign off on all the permits, get the low hanging fruit first
 8. President Stacy Peery will get in writing that SSE would be able to sign off on each individual permit, the answer obtained during the meeting is yes from Cliff.
 9. Vice-President Patrick Wood: In agreement that all the lights need to be working. Addresses why this is so difficult from his own experiences. This is normally worked out in engineering when pool deck is designed. All built in. Very difficult when you have a place that never had the permits.
- b. GM Claire Durham comments: We will address the lights in the outdoor hot tub. Believes the lights that were out in the pool have been addressed. Staff does monthly light inspections and the report is given to Claire and then she gives it to the maintenance people. We did get the light fixed behind the maintenance shop when we had the lift for the flagpole. We had someone looking into breakers near the hot tub, they were in there today.
- c. Director John Shebel makes a motion to approve SSE to do a lighting survey not to exceed \$2000. Seconded by Lisa Grayson. Discussion about the motion. The motion passed by a roll call vote as follows
- | | |
|----------------|-----|
| Dennis Wallace | yes |
| Lisa Grayson | Yes |
| Chad Nichols | Yes |
| John Shebel | Yes |
| Patrick Wood | Yes |
| Gary Plunkett | Yes |
| Joy Cohen | Yes |
| Stacy Peery | Yes |

5. New Business

- a. Cavinder Cladding
 - i. Needs to be pulled out because cladding is rusted. Going to be for elevated 2 and elevator 3.
 - ii. Director Chad Nichols makes a motion that to approve Cavinder change order for \$15,400 to replace the cladding on elevator 2 and 3. The motion was seconded by Treasurer Gary Plunkett. Discussion, John- can this be postponed until after the other issues on other elevators are

addressed. The lead-time is 4-6 weeks. Install time is a week. At that time we will be a full house. GM Claire Durham doesn't think scheduling will be an issue. Also needs the scheduling for the cladding of elevator 4, the one they are working on now. Director Dennis Wallace would definitely wait until elevator 4 is finished. Director Lisa Grayson has a clarification that it is elevator 3, not elevator 2 and 3. The change order says "tower". We will have this clarified and changed to specify which elevator. Director Lisa Grayson is concerned that it is just for one elevator and we may have to do two elevators. GM Claire Durham will get it in writing. Director Lisa Grayson would like to have a photo of the entire elevator surroundings on the doors instead of these half pictures. Director John Shebel says it's the steel around the cladding that is rusted out. He then clarifies what it is that is actually rusted. Director Chad Nichols then amended the motion to say "after clarification". Director Chad Nichols rescinds the motion on the Cavinder elevator. Owner Bob Cabe worried about jeopardizing the \$250 day fine for finishing late if we are the cause of the Cavinder delay. Owner Teri Towe was down in January and talked to the workers and was told that the elevator cladding had been completed on elevator 2. The first floor of elevator 3 was the only one that did not have cladding, except for elevator 4 which had not been started yet. Owner Bob Cabe then went to the elevators to check and reported that elevator 2 does have brand new cladding and elevator 3 had old cladding on the first floor. Since the motion's second was not rescinded the motion stands with the clarification. The motion passed by a roll call vote as follows

Chad Nichols	yes
John Shebel	yes
Joy Cohen	yes
Lisa Grayson	yes
Gary Plunkett	yes
Dennis Wallace	yes
Patrick Wood	yes
Stacy Peery	yes

b. Cavinder Epoxy flooring

- i. The Epoxy flooring was not included in original contract. Temporary flooring was put down in the elevator. The epoxy flooring has color choices and would cost. \$10,400 for all 4 cabs with a 1 year product warranty and install warranty. It would completely seal the flooring. Director John Shebel stated his concern that this would be a change to common elements and thus not allowed. President Stacy Peery suggested tabling this discussion until we can get clarification. Director Lisa Grayson asks for clarification of subfloor structure. Director John Siebel states that they were replaced but housekeeping staff used wrong product to clean the stainless steel which caused them to rust. GM Claire Durham did correct that. Initially they were not given the correct tools or guidance. Director John Shebel has a product to restore the stainless steel, or you could put rubber guarding on the stainless steel all around. The stainless steel is a marine grade and the best to clean is WD-40. There was a question about a seamless tub without stainless steel. Director Lisa Grayson points out that we have already paid for the stainless steel and we should try to use the restorative product to remove the rust. We have \$400 worth of credit plus labor included per car to cover our cost when we purchased our flooring on our own. This sum is equivalent to \$4000.
- ii. Director Chad Nichols asks if this could be used toward the change order.

- iii. An owner asked if the epoxy floor is slippery? Claire states it does have a grip. It has speckles and you can add the sand to improve the grip. Claire states it is extremely durable

- c. Split system for West and East Laundry Room for consideration
 - i. The laundry rooms are getting too much moisture so a remedy would be to get mini split air-conditioners and mount them to the side of the buildings. GM Claire Durham shows photos of potential placement for these units. Director John Shebel suggests that the best place for these units is on the wall as high as you can go, put close to the breaker box. This work should only take a few hours. They are about \$1000 each. Director Chad Nichols states it needs to be as high as possible because hot air rises. If you put it low in the ground people will put things on top of it. Director Dennis Wallace is in favor of putting it lower for aesthetic reasons. GM Claire Durham states it can't go on the ground on the east side because of the gas meter. Director Chad Nichols states it will be an eyesore no matter where it is. Director Dennis Wallace suggests a decorative panel. Per Director John Shebel there is less potential of damage if it is mounted higher. Director Dennis Wallace disagrees. Director Chad Nichols clarifies it is less material if it is back to back. Director John Shebel makes a motion that we approve up to \$2000 per laundry room for a mini split unit to be mounted as high as we can go in each laundry room. The motion was seconded by Secretary Joy Cohen. Discussion: after this is done we can address fresh paint and purchasing the new equipment. Director Lisa Grayson thinks these units would be better on the ground. Directors Chad Nichols and John Shebel worried that it will be more likely to be damaged by kicking, drinks etc. Director Lisa Grayson points out that down low it would be in a flowerbed. We can't put it on the wet wall due to trash chute. Director Patrick Wood thinks the capacity may need to be higher and a smart unit would only use the capacity needed. He wants to buy a larger capacity than is needed most of the time to cover those occasional times when more capacity is needed. Director Dennis Wallace agrees that we are underestimating the heat that we will need to be combating. He asked if the footprint of the larger capacity is the same and was told that it was similar. Director Chad Nichols is concerned that it may short cycle. Director Dennis Wallace suggests doing one unit at a time. Air space has to be behind the unit. Directors Lisa Grayson and Director Dennis Wallace want the unit on the north wall on the ground. Director John Shebel wants to give Maintenance Supervisor Jack the benefit of the doubt and place the unit where he thinks is most appropriate. Director John Shebel amends his motion to not include location. Secretary Joy Cohen seconds the motion with the amendment. The motion passed with a roll call vote as follows:

Joy Cohen	Yes
Dennis Wallace	Yes
Lisa Grayson	Yes
Chad Nichols	Yes
John Shebel	Yes
Patrick Wood	Yes
Gary Plunkett	Yes
Stacy Peery	Yes

 - ii. The doors installed by C sharp were not the same doors that were there before as the original doors had vents in the bottom. C shape stated those were the doors agreed upon. Director John Shebel suggested that we call Gulf Power to see if vents are needed in these doors

- d. Director Joy Cohen revisited the registration fee and the second car pass and was instructed that it was not on the agenda and would be put on the agenda for the next minute.
- e. Claire clarified that she needs 2-3 business days to respond to the owner's emails.

6. Owners Comments

- a. No questions on facebook
- b. All questions in chat had been addressed

7. Adjournment:

John Shebel made a motion to adjourn. Seconded by Joy Cohen. Unanimous. The meeting adjourned at 7:49

Respectfully Submitted,
Secretary
Joy E. Cohen

Date