

MANAGER'S REPORT

OCTOBER 2024

SOUTHEASTER, INC.

MEETINGS

There were no meetings held in October 2024

BUILDING MAINTENANCE

- Maintenance performed the following:
 - Replaced several turtle light fixtures from hurricane
 - Replaced the score board on shuffleboard court from hurricane
 - Remove and stack up all patio furniture in preparation for the hurricane
 - Return all patio furniture after hurricane passed
 - Cleaned patio furniture
 - Cleaned cable railings with tangled seaweed from high tides
 - Cleaned up D building bathrooms and laundry room from main line backup
 - Cleaned walkways
 - Replaced two (2) deck lights
 - Replaced four (4) turtle lights and three (3) turtle light fixtures
 - Cleaned out sump room both south and north pools
 - Back washed north and south pools
 - Scum lines north and south pools
 - Performed weekly and monthly maintenance tasks (maintain and keep clean the pools, laundry rooms, storage rooms, bike rooms, tennis courts, stairs, walkways, handrails, door locks, bathrooms and recreation room)
- Vendors/Contractors performed the following:
 - Harrison Electric – Replaced photocell that controls B building lights; replaced pool pump house power panel box
 - Coleman Plumbing – Cleared main drain D laundry room
 - Total Solar – Solar panel inspection after Hurricane Milton
 - Terra Scape – Cleaned up property after Hurricane Milton

UPCOMING/IN PROGRESS

- There will be a Board of Directors Meeting held on Saturday, November 9, 2024, at 9:00 a.m. in the recreation room for the purpose of approving the 2025 budget. The annual meeting will be held immediately following the Board of Directors meeting. The organizational meeting of the new board will be held immediately following the annual meeting.
- Luann Fanelli, vacation October 26 – November 2.
- Items being addressed and/or to be addressed by the board:
 - Concrete Repairs
 - Milestone Structural Inspection
 - Reserve Study requirements
 - 2025 Budget

GROUND:

- Terra Scape – Checked all sprinkler zones for proper coverage. Replaced two (2) irrigation lines B building parking lot side and one on E parking lot side.

MANAGER'S NOTES

- **Hurricane damage from Hurricane Milton was minor except for losing our beach stairs. We had sustained winds of over 85mph for hours and the high tides were over the seawall for days. We are still experiencing high tides. A contractor recommended by Ace Enterprises will be providing a quote along with a drawing for stair replacement. They are currently working on two designs one would be wood and the other is a pre-engineered aluminum stair that can be easily removed prior to an expected storm surge. I expect to receive these designs and quotes this week.**
- **United Engineering should have the results of their Milestone structural inspection next week. The results of the inspection will also be provided to Ace Enterprises, our concrete restoration contractor, so that they can provide an estimate. Once we get the estimate from Ace Enterprises, we will have a better idea of how much we are going to need to replenish our concrete restoration reserves.**
- **Column replacement for two (2) columns on the south end of the F building will begin as soon as Ace Enterprises get their permit. Once the date is confirmed, I will send a notice to the owners. When construction begins, the F building south stairway will be closed off until the column repair/replacement is completed. The estimated time for completion is unknown at this time.**
- **The board approved a \$20,000 special assessment due by all owners of record at the Board meeting on July 13, 2024. The payments are due in 3 installments. The first installment of \$7500 was due on August 15, 2024, and we have received the 1st installments from all owners. The second installment of \$6250 is due and payable on October 15, 2024, 90% have been received. The final installment of \$6250 is due and payable on December 15, 2024. The purpose of the special assessment is to fund the replacement of the B,C,D,E and F roofs and building paint for A,B,C,D,E, and F buildings.**
- **B,C,D,E and F roof replacements are scheduled to begin sometime in early November. The weather has caused some delays. They will start on the B building.**
- **The building paint project started on September 9, 2024. The A building is complete. They are currently working on the parking lot side of the F and the E building. They will then move to the F oceanfront and E courtyard side.**
- **Hurricane Season is June 1 – November 30. During Hurricane Season please bring in all items from your patios, including your patio furniture, when you are not here. This will help Allen and I when we are preparing for a storm.**
- **Sea turtle nesting season will end on October 31st.**
- **Please contact the non-emergency number for the Sheriff's Department if you suspect any suspicious activity or trespassers. The number is 386-736-5999 ext. 1.**
- **Reminders:**
 - **Please remember that you must submit an architectural request form before replacing windows and doors. Permits must also be pulled when required by the county.**
 - **Please make sure your bicycles are clearly tagged with your unit number. All bicycles should be in working order. Untagged and non-functional bicycles are subject to removal.**

- Please do not dispose of furniture in the dumpster. **Please contact Habitat for Humanity for furniture pickup 386-428-5010 or Sam's Recycle & Disposal 386-444-1066.**
 - Please make sure your family, guest and renters have the proper parking passes. All vehicles without a valid parking pass are subject to being towed. ***The proper parking pass for November is blue.***
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- Collection Policy- All monthly maintenance fees are due on the first of each month. All payments received after the 10th may be subject to a \$25.00 late fee. Each month an invoice will be sent to all owners via email as a reminder.
 - There were no closings in October.
 - **The maintenance fee for 2024 is \$750.**

VIOLATIONS

- No Violations.