

# **MANAGER'S REPORT**

## **APRIL 2022**

### **SOUTHEASTER, INC.**

#### **MEETINGS**

There was a Special Board of Directors Meeting held on April 8, 2022 and a Closed Board of Directors Meeting with the Associations Attorney on April 28, 2022.

#### **BUILDING MAINTENANCE**

- Maintenance performed the following:
  - Installed temporary fencing along entire seawall
  - Painted stains in C laundry room bathrooms
  - Repaired gate latch between B & C buildings
  - Installed new signs on 5 gates
  - Painted several parking bumpers
  - Installed a new bike rack
  - Empty and cleaned ice machine
  - Adjust and repair south tennis court gate
  - Spread dirt and extra watering of dry areas of lawn due to heavy winds and lack of rain
  - Planted several new plants on E side parking lot and spread mulch in some areas
  - Replaced three (3) turtle lights
  - Replaced seven (7) pool deck lights
  - Replaced flag
  - 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:
  - Volusia Patio – Re-strap several chairs and repair one broken chair
  - Smyrna Signs – Five (5) signs for the gates -"KEEP GATES CLOSED"
  - Coleman Plumbing – Replaced broken pipe in E201

#### **UPCOMING/IN PROGRESS**

- There will be a Board of Directors Meeting held on Saturday, May 28, 2022 at 9:00 a.m. in the recreation room.
- Luann Fanelli, vacation May 7 – 17.
- Items being addressed and/or to be addressed by the board:
  - Seawall Violation
  - Concrete Repairs
  - Building Maintenance

#### GROUPS:

- Terra Scape – Checked all sprinkler zones for proper coverage.

#### MANAGER'S NOTES

- **Sea turtle nesting season is May 1<sup>st</sup> through October 31<sup>st</sup>. Lights adjacent to the beach MUST NOT BE VISABLE FROM THE BEACH.** Please help us protect the turtles and comply with local lighting regulations. The regulations are strictly enforced by fines for violations. Keep balcony and porch lights turned off during the nesting season. Also, draw your drapes or blinds at night if your room is lighted. These few simple steps will greatly increase the chance that baby turtles will safely reach the ocean this summer and keep us in COMPLIANCE. Thank you for your understanding and cooperation.
- **The Board of Directors approved a Special Assessment in the amount of \$1800 due from all owners of record for the purpose of covering budget shortfalls and concrete repairs. The Special Assessment is due April 1, 2022 with a late fee of \$25 if received after April 15, 2022.**
- 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 May is pink.***
- **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.
- **The maintenance fee for 2022 is \$545.**
- There were no closings in April.

#### VIOLATIONS

- No Violations.