

MANAGER'S REPORT

February – March 2025

SOUTHEASTER, INC.

MEETINGS

There was a Board of Directors Meeting held on February 27, 2025. There were no meetings held in March.

BUILDING MAINTENANCE

- Maintenance performed the following:
 - Replaced a hose on building B and a hose at the carwash area
 - Repaired overflow issue in the north pool
 - Replaced two (2) lights in rec room
 - Replaced two (2) turtle lights
 - Met with Volusia Patio for chair strap replacements
 - Put new flag up after flagpole and pulley repair
 - Back washed north and south pools
 - Scum lines north and south pools
 - Performed weekly and monthly maintenance tasks (maintaining and keeping 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:
 - Coleman Plumbing – Clear and replace drainpipe laundry room D
 - Coleman Plumbing – Replace two leaking hose bibs
 - Wheeler Built Contractors – Balance of beach stairs
 - Davis Brothers AC – Move F AC for column replacement then move it back upon completion of the F building column replacement
 - Coleman Plumbing – Replace sump pump drain to the bike and D storage room
 - Martineau Drywall – Drywall repair in F building from concrete leak
 - AAction – Cleanup and drywall removal from F building concrete leak
 - Harrison Electric – Move and reinstall electric for AC for column repair
 - Bob McGarity – Repair flagpole rope and pulley
 - Total Solar – Remove solar panels C building for new roof replacement; purchase new brackets for solar panels to accommodate new roof replacement C building

UPCOMING/IN PROGRESS

- The next regular Board of Director's Meeting will be held on Wednesday, May 21, 2025, at 3pm in the recreation room.
- Luann Fanelli, Manager, will be on vacation May 7 and will return on Wednesday May 14, 2025.
- Items being addressed by the board:
 - Concrete Repairs
 - Building Paint
 - Roof Replacement

GROUND

- Terra Scape – Preformed the monthly sprinkler check. Replaced two popup sprinklers.

MANAGER'S NOTES

➤ **Roof Project:**

The C and D building roofs are in process. The tear off is complete and they are in the process of installing the final layers. Roofs C and D should be completed by the end of April. The C parking lot will be closed to parking until the roof is finished. They will move to Building E and F once C and D are completed.

➤ **Concrete:**

They are finishing up concrete repairs on building A. They will be starting concrete repairs on the B building parking lot side around the second week of April.

➤ **Paint:**

They will begin painting the B building parking lot side after the B building concrete repairs are completed.

- We secured the windstorm policy with Citizens with a small annual increase of \$1000. We should be able to go out to the private market in 2026 since we will have new roofs. The property insurance was also secured with a substantial savings of \$22,500.

- The Board Approved a Special Assessment due from all owners of record for the purpose of covering concrete repairs and deck coating as listed below. The Special Assessment in the amount of \$9000 will be due and payable in two installments the first installment of \$4500 will be due on February 15, 2025. All unit owners have paid the 1st installment. The second installment in the amount of \$4500 will be due on April 15, 2025. The items covered in the assessment are as follows.

Concrete Repairs:

Current concrete reserve account in the negative:	\$ 57,000
F Building Column Replacement (2):	\$ 53,900
Milestone Inspection Concrete Repairs:	\$171,750
Milestone Mobilization Cost:	\$ 21,000
D Building Storage Room Repair:	\$ 46,660
Engineering Inspections for all Repairs:	\$ 20,000
Concrete Change Order Estimate:	\$ 75,000
B&C Walkway Support Beam Replacement:	\$ 85,000

Deck Coating:

Walkways:	\$ 98,250
Patio/Balconies:	\$ 64,810

Total Assessment required \$9,000 per unit x 77 = \$693,000

- Southeaster now has a website. I previously sent the website instructions to the owners. I have downloaded budgets, minutes, agendas and manager's reports from 2019 to the current year. Also, on the website you will find the 2024 CPA financial audit, owners list, By-laws and Rules & Regulations. There is also a category for contracts. That is where you will find the Milestone Inspection Report and the Structural Integrity Reserve Study. Contact me if you have trouble navigating the website.
Website: southeastercondo.com. The password is **SECONDO** (all caps).
- 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 the 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. Sam's Recycle & Disposal 386-444-1066.
 - Please make sure your family, guests and renters have the proper parking passes. All vehicles without a valid parking pass are subject to being towed. ***The proper parking pass for April and May will be yellow.***
- 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 monthly maintenance fee for 2025 will be \$925.**
- There were no closings in February or March.

VIOLATIONS

- No Violations.