

May 18, 2024

Pointe Towers Owners,

Please find the following work and oversight completed since the last update in March 2024.

- 1) Participated and reviewed multiple Milestone Report and Summary drafts prepared by Karins Engineering. Received final reports and circulated to owners.
- 2) Worked extensively with Karins Engineering providing detailed information, including analytical and project backgrounds for Karins' completion of the SIRS & Capital Reserve Study. Once completed will distribute to owners. These studies will provide necessary maintenance and repairs and statutorily required information to determine our reserves and impacting our monthly maintenance amount.
- 3) Monthly testings of elevator emergency phone completed successfully.
- 4) Scheduled annual elevator inspection.
- 5) Installation of the new call boxes completed including resolution of locking mechanism power supply. Currently having cell signal connection issues which is not permitting remote upgrading of owner programming information in the call boxes. Company has been on site to determine issue and resolve.
- 6) Will schedule stucco repairs needed around the call boxes after certain that the boxes are operating properly, including allowing remote programming. The black wires running on top of the two gates will be painted white. The two small rusting grills in the breezeway and parking area will be re-painted.
- 7) Karins Engineering continues to work with the door company for receipt and installation of the gate closures. We are not being billed for Karins time on this matter.
- 8) Install issue with the west-side gate strike plate is coming loose. Karins Engineering is working with the gate welders for repair.
- 9) Management company search completed. Necessary documents and contracts executed. Transition will continue through the month of May, including matters dealing with conversion of all financials, transferring of official records, vendor notifications, uploads to website, etc. Within the next month, owners should be receiving updated information on their account so that the early 2024 issue with coupon and monthly maintenance payments are resolved.
- 10) Received quote replacement for some valves and gaskets on the lateral fire pump pipes.
- 11) Repaired dumpster enclosure hinges.
- 12) Semi-annual roof inspection done, and minor repairs completed as part of the inspection scope. According to the inspection, the roof membrane has lost its protective granules and is now exposed to UV and roof elements will quickly break down allowing water to enter. The proposal

to correct the deficiency is \$3,000. The granules do not extend the calculation of the remaining life. The roofer estimates the remaining life of our roof to be 5-7 years.

Unfortunately, Citizens (who provides our wind insurance coverage) will not insure our type roof if older than 15 years (completed 2008-2009). Discussing with our insurance agent, we should expect a non-renewal notice around September for our coverage that expires in January. We are researching options, including roof replacement (FYI, there are 3 buildings in Pass-a-Grille, currently having their roofs replaced). According to our insurance agent, to move to another company, if we would even qualify, our \$15,000 premium could double to triple, with lesser coverage and weaker insurer. After several years of higher premiums those funds might be better spent on a new roof. Our insurance agent said it is not likely Citizen would extend coverage if we were to re-coat. She also said that Citizens will not accept the 5-7 years useful life in our inspection report since Citizens has set their own standards at 15-years for our roof type. We have re-approached our agent again to see if there is any opportunity to submit to Citizens for review.

Both our insurance agent and engineer recommend proceeding with a new roof. We have obtained a budgeted price and will send out to bid if the decision is made to replace the roof. This amount will be adjusted in our SIRS calculations. We should have the cash on hand for a new roof in 2024; however, we might need to replenish the reserves with either a larger increase in our 2025 monthly maintenance and/or a 2024-2025 assessment. Once the management company transition is completed we will be able to provide the financials with more certainty. We have requested a project proposal from our engineer. Our management company would charge 5% to be involved with the project, if a director acts as the liaison instead, as with all prior projects, we could avoid the 5% fee.

- 13) After years of requests, Duke Energy replaced the rusted-out transformer box (near the Service parking space). 😊
- 14) Worked with cleaning staff on various issues.
- 15) Completed meeting preparations and minutes.
- 16) Provided payment approvals to management company.
- 17) Completed walk-arounds with new owners, provided necessary materials and information, submitted programming updates, completed parking assignments, etc.
- 18) Participated with management company on various conveyance, renter and guest applications and other submissions from owners.
- 19) Discussed various above matters with management company for handling and direction.
- 20) Reminded owners that Turtle Season begins May 1.
- 21) Our Association Manager at Ameri-Tech introduced us to Sea Turtle Conservancy. STC provides a grant program up to \$25,000 to retrofit building lighting "designed with specialized sea turtle lighting plans to meet Florida safety and building code requirements while also shielding the light from the beach. This is accomplished through the use of lowering the lights, if necessary and using the latest in amber LED bulbs, which emit wavelengths that minimally affect sea turtles."

<https://conserveturtles.org/beachfront-lighting-lighting-and-dune-projects/>

This week STC evaluated our building and property for participation. Following are some quick notes, not all inclusive. Once the evaluation results are received a more formal presentation will be made to owners. The \$25,000 is only for replacement of what currently exists on our property, i.e., the fixtures and bulbs in the breezeway, 1st floor ground and balconies. The Association must pay for all labor. We would have to obtain our own installer and touch up repairs would likely be necessary around some of the fixtures. The grant requires use of the lighting plan all year round – not just during Turtle Season. There must be 100% participation in the plan STC creates for Pointe Towers to obtain the grant.

During the evaluation, we also discussed lighting for the north and south side carports for safety considerations. We have considered it before, but the cost was very expensive, and wiring would have been extensive. Additional concern with the possible disruption of light projecting into the 1st floor units. STC agreed the existing street lighting is adequate. We also discussed window tinting; however, that would not be included in the grant.

In the long run a lighting plan would be easier to manage, not having to change out the lights, cause damage to the fixture's fasteners removing/reinstalling, etc. Also, qualifying for the grant funds, now while money is available might be the best choice especially should any future changes to Code require that "going dark" is not sufficient and that all properties must meet certain lighting standards.

The Board of Directors