


The logo for Grand Panama Beach Resort features a yellow circle on the left containing the letters 'GP' in a dark green serif font. To the right of the circle, the words 'GRAND PANAMA' are stacked vertically in a large, dark green serif font. Below this, the words 'BEACH RESORT' are written in a smaller, dark green serif font. A thin horizontal line runs above and below the text.

Members of the Board,

I wish to give you my weekly update (1/17 – 1/28):

Administrative:

- 1) Mass communication with owner's regarding reminder of Unit Access Audit and Pest Control Service schedule.
- 2) Mass communication with owner's regarding Tower 2 lighting outage for floors 4 – 15.
- 3) Mass communication with owner's regarding 2nd Notice of the Annual Owners Meeting.
- 4) Mass communication with owner's regarding Unit Access Audit results.
- 5) Mass communication with owner's regarding voting certificate.
- 6) Mass communication with owner's regarding dedicated maintenance phone.
- 7) Mass communication with owner's regarding election question (1-year term vs. 3-year term)
- 8) Approval of employee hours and billing.
- 9) Continued organization of Association records.
- 10) New Fitness equipment ordered from Commercial Fitness Products and awaiting delivery date.
- 11) Meeting with RCI supervisor concerning property landscaping.
- 12) Prepared the 2nd notice of the Annual Meeting.
- 13) Updated new owner welcome packet and initiated new protocol where all new owners have an appointment with CAM to receive the welcome packet and information about Grand Panama.

In Progress:

- 1) **IN PROGRESS:** Repair border at Tower II pool deck flower bed.



- 2) **IN PROGRESS:** Order new pool signs to reflect new 2022 law regarding stating “maximum pool depth” and “no swimming while ill.” Contacted Gulf Glo Banners for pricing. Also sought pricing for replacing small signs in elevator.
- 3) **IN PROGRESS:** Ordered back up domestic water pump from Flow Innovations.
- 4) **IN PROGRESS:** The quote for repair to the 1st floor fire suppression system piping within tower 2 has been signed and approved. Materials have been ordered and we are awaiting delivery and install date. Security is on Fire Watch for the affected area and is logging hourly.
- 5) **IN PROGRESS:** The new arm bands are currently in route and will arrive within the week. (They came from overseas)

Completed tasks:

- 1) **COMPLETED:** New umbrellas have arrived and installed.



- 2) **COMPLETED:** Re-installed mirror on parking garage that was blown down after storm.



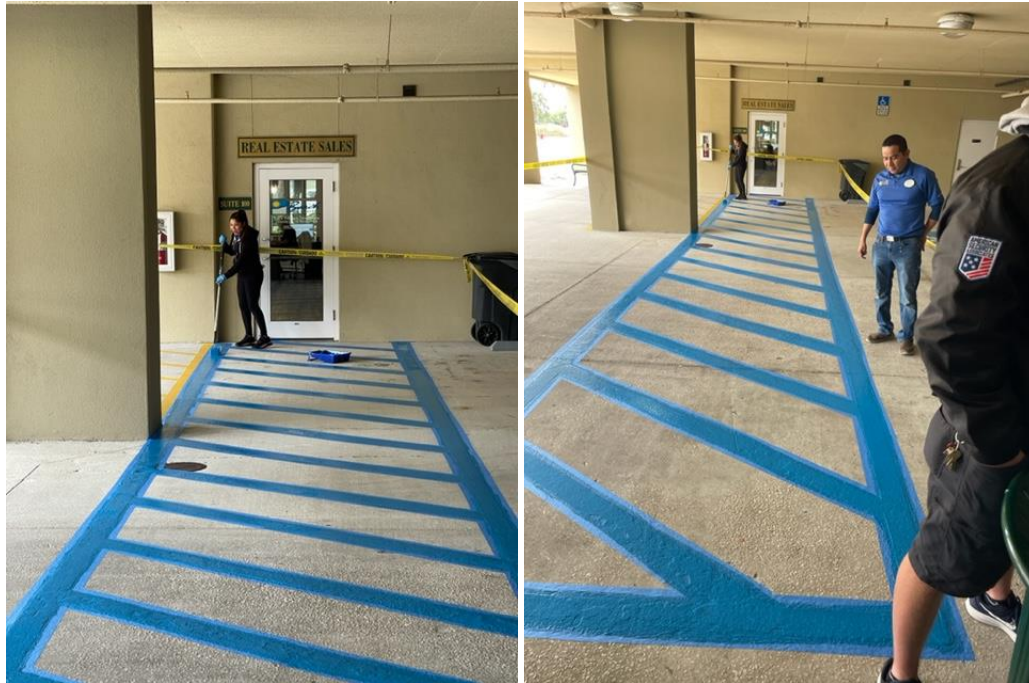
- 3) **COMPLETED:** Irrigation filter replaced and re-plumbed for tower 1 well.



- 4) **COMPLETED:** Painted trash can receptacles:



- 5) **COMPLETED:** Painted blue striping between tower 2 foyer and commercial units:



- 6) **COMPLETED:** Flow Innovations has replaced (1) one domestic water pump for Tower 2.
- 7) **COMPLETED:** Unit Access Audit has been completed and we do not have access to 68 total units. Of that amount, (6) six owners have not given the Association a code. We are contacting all 68 owners at this time and seeking new codes. If an owner is not willing to supply the Association with a code, we will need to seek a letter from the Association Attorney that demands we have a code/key for emergency access. I am hoping it does not come to this.

Updates/Other:

Pest Control Rodent Issue: I am going to have Florida Pest Control meet with me early next week and ask them to come up with a solution to this problem. There might be an extra cost outside of contract for a potential service to address the rodent issue. In the meantime, we are tacking unit access. I will have an update for the Board next week with a game plan for the Pest Control company.

Digital Sign: It has come to our attention that the digital sign is turning off around 8:30 PM. I am reaching out to the contractor to determine why.

HVAC Units: We have (2) two owner (2-201 & 2-103) owned HVAC Condensers that are in need of urgent attention because they are at risk of falling (as you know they are hung from the ceiling within P5). We have placed cones underneath the HVAC units in order to deter people from being underneath them. I am going to be contacting the owners and requesting that they address ASAP. If they do not address ASAP, due to liability, I urge the Board to address the liability and we seek attorney opinion on charging the owner and re-cooping the money.

Tower 1 Pool Heater: Per Steve the order is around 90 days out. Deposit has been paid and we are now at the mercy of deliver. We estimate the install taking place in late April in to May.

Sincerely,

Jason Bennett, CMCA, AMS
Grand Panama Beach Resort COA
Association Manager