



MANAGER'S REPORT

GRAND PANAMA BEACH RESORT CONDO OWNERS' ASSOCIATION, INC.

Lindsay Williams, PROPERTY MANAGER

PERIOD ENDING:
August 01, 2025

Brad Coleman	President	gpboard@grandpanamacoa.com
James Eagleson	Vice President	jameseagleson@yahoo.com
Darrell Caudill	Secretary	Dcaudill52@gmail.com
Chuck Knoll	Treasurer	cknoll49@yahoo.com
Mary Swann	Director	swannmary9@gmail.com
Brenda Roberts	Director	brenda.roberts5721@yahoo.com
Ron Kibble	Director	ronkibble1@gmail.com
Jason Bennett	Regional Director	Jason.Bennett@fsresidential.com

❖ Administrative

- Wayman set up Coastal Waste to pick up 7 days at Tower 1 until further notice. I also requested the last 3 months of invoices to figure out what our costs are associated with trash pick-up as it seems a bit exorbitant.
 - I sent the FSR start up team all the Special Assessment information so that we can get all the information loaded into each owner's account in Click Pay.
 - Southern sent us the unit numbers they manage and the codes, so I updated that information in Connect.
 - An owner needed the updated association insurance information, so I sent that over as requested.
 - Four different owners requested assistance with Click Pay.
 - I assisted the front desk with 1 parking pass issue.
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- There were 5 different dog requests to review that did not meet the association requirements or needed security attention.
- Three owners needed assistance with updating their owner information to get the email blasts.
- I updated 7 vendors information for our payment system requirements.
- We are completely out of the carbonless parking violation notes that Christie Caudill put together, so I ordered more, they should be here 08.07
- Emailed records request to Berger Singerman; they require a resolution voted on by the entire board before they will comply.
- There were eight owners that sent in bill pay checks that needed to be refunded an error fee for processing, and they were informed to resend checks to the new FSR lockbox.
- Unit 1-1503 had prior damage from 1603, I requested proof of repair on behalf of 1503 and was able to get that for the owner and property manager.
- Ordered an upgraded phone via Uniti, our Fiber company for \$50/month, for the Front Desk as theirs is going out regularly. This will get rid of the phone bill from WOW, they will still have the phone lines for the elevators.
- We have fully staffed the association with FirstService Residential employees, we will continue to roll off the Labor Ready team as we get the FirstService team up to speed.
- I received door codes for the units that Vacasa manages and was able to update those units' files with the correct property management information.

❖ **Maintenance/Repairs**

- Elevators were down from lightning storm at 4:45, Cavinder came out and elevators were back up by 7pm.
 - Leak in pipes that are in the wall between 1-701 and 1-601; SS&E will be out today to repair, and we can patch the drywall.
 - Report of 1-908 and 1-808, there was no leak only caulking issue.
 - 1-1905 reported power outage, FPL reported that it was a bad meter.
 - 2-1205 reported a leak, unit 2-1305 HVAC line looked like it had been leaking for days, water was everywhere
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- 1-604 reported a leak, unit 1-704 HVAC line also looked like it had been leaking for days, water was everywhere
- 1-101 reported water from a stack line backing up into the unit; I reached out to SS&E to come clean out the stack drain, and this was completed same day.
- 1-103 reported a leak in the shower area, so we went to look in 1-203. The owner in 103 would like the repair made in-between her guest bookings.

❖ **Landscaping**

- I requested that Diamond fill in the areas around the landscaping at Tower II pool deck and that they check on the irrigation, they confirmed that they would take care of it.
- I also requested that Diamond cut the grass at the fenced in dog walking area, they did not do it, so one of the staff members took care of it.

❖ **Meetings/Webinars/Trainings**

- Wayman and I both met Orkin a few times to get a bid for pest control. Wayman also met with Waynes's pest control for a bid.
- Wayman and I held an all staff meeting with the labor staffing company and all of our FirstService Residential new hires to discuss new changes and expectations moving forward. We will also have new task and zone assignments coming out next week for each staff member.
- Budget template meeting with our Client Services accountant at the PCB office 7.31.25
- I met with our FirstService Residential liaison for Food and Beverage and our NWFL VP to discuss the feasibility of the association taking on the management of the tiki bar.
- Met with Hiller to discuss replacement of panel and history of account.

❖ **Ongoing Projects/Upcoming Tasks**

- I showed ENCO and Bay Plumbing different unit floor types in each building so they could properly quote us for the Halo water detection system

- Brad mentioned that only Tower I was listed in the BECI proposal, so I reached out to them. BECI meant to also include Tower II in the proposal for the exterior work, and they will clarify and add that wording and resend.

❖ **Security**

- I received a call from an owner that security was dealing with something that maybe was too much for one person to handle on the 15th floor. I went to see what the issue was. There was a portly golden retriever that was letting himself and his two other dog friends out by pulling on the handle on the back of the door and running amok on the 15th floor of tower 1. I called and was able to contact Blue Swell and waited until the renters arrived and let them know they were not allowed to be in the unit with three dogs and two cats, especially a golden. They packed up and went home a day early. I also sent an email to the owner to inform him of the situation with a video of the dog letting himself and his pupper butt friends out.

❖ **New Owners**

- 1-304 – unknown
- 1-1107 – not a new owner, sold but new owner already owns, Lisa Burnett

❖ **Community Emails**

- Trash: Episode 1
- Pest Control email

❖ **Legal**

- I sent an email to Brandon regarding the Universal Subrogation Demand Claim #FL25-0104151. Brandon stated he was not familiar with the claim but that he would get his team on it right away.
 - Three owners sent in dues payments that were behind, two of the three were with the attorney, so moving collections to Burg was a great call. I have flagged a unit that is in collections where people presented themselves as new owners, and after some research are not, but are part of the ownership of a delinquent account and I have passed on the “new owners” contact information to the Burg.
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- **Insurance**

- The August bill will be paid next week for the property policy. All July renewals have been paid, and Melissa has sent out all of the renewals to the necessary parties that have been requesting them, i.e. mortgage companies.

- ❖ **Finance Detail**

- Paid commercial loan in person at Cadence in PCB.
- Paid water bills and should be current through August.

- ❖ **Wayman's Report**

- SAFETY
 - There are no safety issues pending
 - POOL/GROUNDS
 - I am currently in the process of identifying pool chemical vendors for cost reductions.
 - VENDORS
 - ASP quoted pool railing repairs and delivered the drain covers
 - SERVICES
 - System services: Will be onsite 08/05 for generator assessment/repairs
 - The insurance adjuster was onsite 08/01 for the final assessment prior to underwriting
 - SPECIAL PROJECTS
 - Replaced and repaired tower 2 pool plumbing
 - Revamping the maintenance shop
 - Repaired 2-1205 dry wall
 - Lawn manicure
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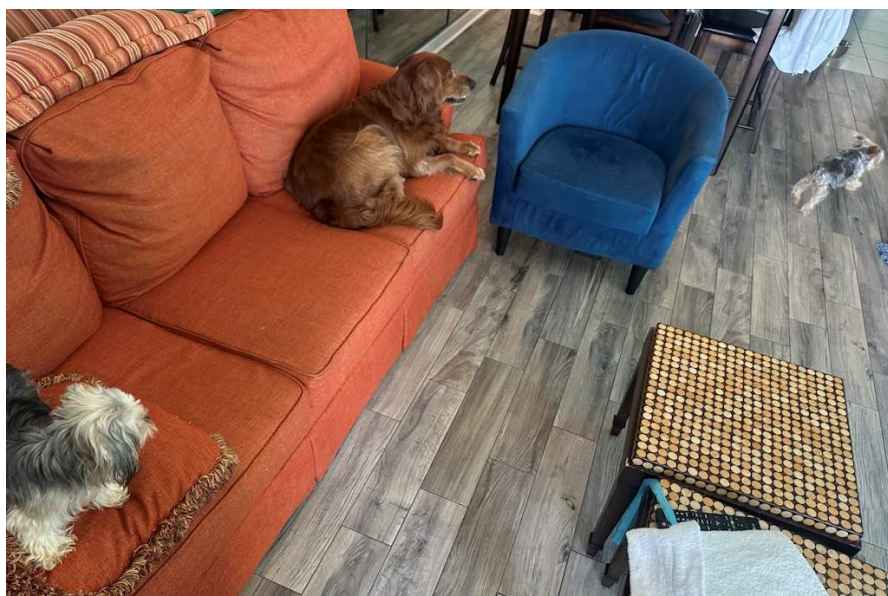
Repairs to pool plumbing line



Mowing the pet area



3 of 5 pets in 1-1502



All staff meeting + breakfast from Tudor's



601



604



Cash Management Report

7DCY - GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC

Start Date : 08/01/2025
End Date : 08/02/2025
Executed On: 08/02/2025 03:14 PM


FirstService
RESIDENTIAL

Entity Number	Name	Account#	Account Description	Brokerage Acct #	Bank Code	Bank Name	Account Number	Beginning Balance	Increases	Decreases	Ending Balance	Open Account Payable
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	10010 229	Cash-OperatingValley National		OPR1	VALLEY BANK OPR CHG CLICK	8291187805	439,510.65	9,010.01	(2,076.82)	446,443.84	0.00
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	10010 612A	Cash-OperatingServis First Bank		OPR2	FIRST CITIZENS BANK OPR CKG	4002234799		00.00	00.00		0.00
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	10050 00	Cash In Transit - Oper		CIT1	CASH IN TRANSIT OPR	CIT17DCY	(227,501.55)	0.00	0.00	(227,501.55)	0.00
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	12010 100	Cash-Reserves		OPR4	SERVIS1st BANK OPR CK	5722		00.00	00.00		0.00
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	12010 100	Cash-Reserves		RSV3	SERVIS1st BANK RSV MM	5748		00.00	00.00		0.00
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	12010 229a	Cash-ReservesValley National		RSV1	VALLEY BANK MM RSV	5999562907	3,091,723.42	0.00	0.00	3,091,723.42	0.00
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	12010 612A	Cash-ReservesServis First Bank		RSV2	SERVIS1st BANK RSV MM - INSURANCE ACCT	5755		00.00	00.00		0.00
7DCY	GRAND PANAMA BEACH RESORT CONDOMINIUM ASSOCIATION INC	12031 00	Cash in Transit Reserves		CIT2	CASH IN TRANSIT RSV	CIT27DCY	(3,091,723.42)	0.00	0.00	(3,091,723.42)	0.00
								212,009.10	9,010.01	(2,076.82)	218,942.29	0.00