

Surf Club III Association
Maintenance and Management Report
October 2016

Management/Maintenance Report

Inspections

- Roof A/C units checked by Staff
- Elevator Emergency Phones Tested
- Hallway Inspection by Staff
- Building and Garage by Staff
- Landscape by Dick Kirtley

1. The south elevator remains closed due to water in the pit. The prevailing theory is that the water table is still so high that water has nowhere to drain and a small crack in the cement of the pit is allowing water to seep back into the pit each time it is drained. The elevator cannot be used if there is water in the pit.
2. The Emergency Generator has been assessed by the ACF maintenance generator company and Carter Electric– proposal to replace received from Carter Electric.
3. Insurance Claim and replacement of the Fire Suppression Pump in Surf Club II are being handled by the Board at Surf Club II. ETA for replacement is 2-4 weeks. Fire watch will continue until the fire suppression system is fully operational.
4. Master Craft has flooded our fire suppression pipes with water in the event they are needed.
5. Siemens surveyed the damages due to the hurricane and provided a list items that need replacement.
6. ServPro cannot come back to complete the cleaning of the garage until such time as the water table has gone down sufficiently to allow the runoff water from pressure washing.
7. The majority of the contaminated lockers have been disposed of. A few owners requested their lockers be placed in an out of the way space until they could get here and empty them. Staff will dispose of them as they are emptied.
8. Staff will perform clean up of the areas where the lockers were attached to the walls when the floor machine is available to pick up excess water to keep it from going into the elevator pits.
9. Staff will begin removing bike decals and trashing any bikes remaining in the racks on November 14th. Owners will be notified their bikes were tossed. Staff will clean the racks and areas underneath.
10. Palmetto is still waiting on figures for the electric panels to complete their proposal. A proposal has been received from Carter Electric.

11. Roof sustained damage to the gooseneck covers, 10-20 tiles, a couple of AC units, one of which was blown off the stand onto the roof.
12. A bulge, or lifting of the roof membrane in the north east quadrant was noted by Miguel and the wind adjuster notified.
13. The Wind Adjuster engaged an engineer to investigate the anomaly in the roof membrane. A hole was cut for the investigation and repaired by Advanced Roofing. The engineers report should be available sometime in the next week to 10 days. The roof warranty company, Soprema, has been notified of a pending claim. Soprema requested that we wait until we can attach the engineers report and associated pictures before submitting the claim.
14. Venture Construction Group will also be bidding on the work to be done on the roof. Both Venture and Advanced are Soprema approved for warranty work.
15. The wind adjuster has also contacted paint experts at R L James regarding the shredded elastomeric paint on the east side of the building.
16. RL James representatives made a second visit to investigate the damages along with the product supplier. The product supplier will contact the manufacturer, Dow Corning, to see if a warranty would apply. It is unlikely as they have an "incident" disclaimer. Even if the warranty were to apply, it would be limited to replacement of the product only.
17. Dan Charletta, Structural Engineer, examined the garage for structural integrity and concluded the garage structure was not damaged by the flood waters from Hurricane Matthew.
18. Perry's Pumps replaced the pump motors and control panel on the water booster pump.
19. Water Booster Pump breaker malfunctioning. It is a special order item and has been ordered by Palmetto Electric.
20. Proposal for garage exhaust fans received from R & R Industries.
21. Hydra representative inspected panels and pumps for lift station – replacement proposal pending.
22. Moldy drywall in both janitorial rooms has been removed, replaced and painted.
23. A list damaged equipment and materials has been provided to the Flood Adjuster, including those that were in the Technology Room in the garage. Replacement quotes have been obtained and provided to the adjuster.
24. We have replaced some immediately needed equipment and supplies. Invoices will be provided to Flood Adjuster.
25. The Fob system is working sporadically after the power outage and flooded equipment. Equipment has been replaced and relocated to the closet in the MPR. System has been reprogrammed twice, but still has issues. The company will install an update to see if that will resolve the issues.
26. Landcare arrived a day or two after the storm to pick up and remove debris from the property. They put in 60 man hours and hauled away 5 dump trucks of debris.

27. Landcare also came back to trim and remove dead vegetation from Surf Club III and the Pool and Spa at no additional charge to the Associations.
28. Palmetto Electric replaced the two main breakers in the garage damaged by the tidal surge.
29. 65 owners attended the joint Pool and Spa and Surf Club III post Hurricane Emergency meeting via conference phone on October 14th. Approximately the same number attended in person.
30. Landon Technologies has replaced all the damaged Internet systems affected by the tidal surge in the technologies room of the garage. Internet now operating normally.
31. The Super Circuits quote has been received to replace the DVR for the surveillance system that was underwater in the technologies room in the garage.
32. Sharon and Miguel are working on a timeline of events from 10-7-16 to 10-31-16 and hope to have it by the Board meeting on December 2nd.
33. The agenda, minutes and management report have been updated on the website.
34. The Annual Employee Appreciation Party will be held the November 11th.
35. Next Board meeting is December 2, 2016.

Financials

- The financials will be provided to the Treasurer as soon as possible by Leland Management.

Respectfully provided to the Board of Administrators, Sharon Castellano, LCAM, Miguel Vazquez, Maintenance Supervisor.