



**EDGEWATER BEACH RESORT COMMUNITY ASSOCIATION, INC.
NOTICE OF MEETING**

**TO: ALL MEMBERS OF THE BOARD OF DIRECTORS
ALL UNIT OWNERS**

NOTICE is hereby given that a Planning Workshop of the Board of Directors of the EBR Community Association, Inc., will be held at the date, hour and place noted below:

DATE: Friday, January 10, 2020

HOUR: 9:30 A.M. (CST)

PLACE: Edgewater Beach Resort Conference Center – Sago Palm

AGENDA: *See Attached*

POSTING. This notice/agenda has been posted on the condominium property at the place designated by rule for the posting of such notices in accordance with the bylaw and statutory requirements.

EBR Community Association, Inc.

DATED: January 7, 2020

BY: Jim Bailey
President

EDGEWATER BEACH RESORT COMMUNITY ASSOCIATION PLANNING WORKSHOP

January 10, 2020

WELCOME

PURPOSE & FORMAT

- ✓ To share information among the various Board Chairmen & committees
- ✓ To review and assess immediate needs and improvements
- ✓ To identify, plan, and suggest future scheduling for projects

I. REVIEW AND REPORTS OF COMMITTEES

- A. Finance Report (Estep / Janssen / Boobyer)
 - 1. 2020 Budget
 - 2. Update Bank Loans for Phase IIIA, Towers, Beachview
 - 3. Liens & Foreclosures
 - 4. Year-End Financials/ Audit
- B. Insurance (Griffin / McLendon)
 - 1. Homeowner Information, Updates, and Changes (McLendon)
 - 2. Trends 2020 (McLendon)
 - 3. 2020 Policy – Cost Increase/ Any Changes
- C. Insurance Claim Update
- D. Major Insurance Recovery Projects Update
- E. Building and Architecture (Williams / Sparks)
 - 1. Non-Hurricane Michael Damage Work Report
 - 2. Non-Rental Maintenance Program
- F. Rules & Regulations (Bush / Lane / Sparks)
 - 1. Owner Decals
 - Must be picked up at Owner Services (no longer mailed out)
 - Must turn in old decals
 - 2. Property ID's
 - Required year round
 - All persons on property including owners must be able to show ID

3. Entry Passes
 - a. Cost of guest passes – can't be charged to units
 - 1) No convenience fee for last minute guests
 - 2) Owner Svcs hours
 - a) Issues emergency guest passes
 - b) After 5pm, get visitor passes
 - b. Vendor Passes
 - 1) Do not charge
 - 2) Annual vendor decals
 - c. Visitor Passes
 - 1) Do not charge
 - 2) One day only
4. RV/ Trailer Parking/ Long-Term Parking
 - a. Guest rules
 - b. Owner rules
 - 1) Resident owners
 - 2) Non-resident owners
 - c. Long-term parking when away
 - d. Number of vehicles per unit allowed – only one
 - e. Untagged/ disabled vehicles
5. Security
 - a. Cameras
 - b. Extra officer – in season
 - c. Upgrade of officers
 - 1) Recruitment
 - 2) Uniforms/ appearance
 - 3) Hospitality oriented
 - 4) Pool, grounds, lagoon pool in season
6. 25 & Under Rental Rule – Exceptions
 - a. Military
 - b. 25 & under couples or families
 - c. Church groups
 - d. Ball teams
 - e. Fraternities

G. Grounds (Bailey)

H. Establishment of Standing Committees within the Board & Structure & Guidelines for Those Committees

1. Suggested Committees
 - Standing committees – ongoing
 - Ad Hoc committees – special

II. REAL ESTATE OVERVIEW WITH Q&A (Randy Poe)

III. CONCLUSION OF WORKSHOP SESSION

- A. Summary
- B. Comments
- C. Adjournment

Building & Architectural Report

January 10, 2020

Projects and Repairs (Non-Hurricane)

These projects are either completed or underway:

- ✓ Main Storm Drain in Front of Tower I
- ✓ Sealcoating of Villa Entrance
- ✓ Painting and Sealing of Overpass
- ✓ Installing New Gate at Leeward/Windward (50% Share with L/W)

Projects Planned

- Re-Plaster Villa Pools (800 Bldg & Wimbledon)
- Remodel Tower Restrooms
- Remodel Villa Restrooms
- Recoat Building 100 Walkway
- Rebuild Steps at Villas Where Needed (Waiting on Material Ordered)
- Replace Various Perimeter Fence Panels
- Refurbish Interiors Tower III and Tower I Elevator Cars
- Replace Tower Gate Mechanisms (3)
- Replace Tower II and Tower III Pool Gates
- Replace Fire Box Covers at Towers (Ordered)



EDGEWATER

BEACH & GOLF RESORT

BY RESORT COLLECTION®

Non Rental Maintenance Program

The non-rental maintenance program is designed to offer Edgewater Beach Resort Owners not currently on the rental program accessibility to maintenance. This program will offer a full range of repair and installation services. The following is a list of services offered and cost associated.

Rates

All services not included in monthly fee are subject to a service call fee of \$75.

Hourly Rate for services not included in monthly fee: \$100/hr for HVAC, Plumbing, Electrical and Appliance Repair.

Hourly Rate for services not included in monthly fee: \$80/hr for Interior Repairs and General Maintenance .

All parts or materials needed to make repairs are subject to market value rates.

All work outside monthly services will not be done without owner's approval, unless it is an emergency situation which requires isolation to prevent further damage to unit or surrounding units.

All work outside of monthly services will require pre-payment based off quoted price before work will commence.

This program will allow for a range of services included to you with a monthly fee based on unit type.

PRICE SCHEDULE

Unit Type Monthly Fee

Efficiency \$100.00

1-Bedroom \$110.00

2-Bedroom \$120.00

3-Bedroom \$130.00

4-Bedroom \$140.00

The rates mentioned above are only accessible by signing up for the program. No work will be done in a non-rental unit if it is not signed up for the Non-Rental Maintenance Program.

Services Included

ELECTRICAL REPAIRS

Wall cover plates, minor lamp and fixture repairs; (2) standard outlet and or single pole switch replacement per billing cycle, no labor charge for light bulb installation. Trouble shooting of electrical systems (replacement of breakers and /or main breaker to the unit not included).

PLUMBING REPAIRS

Dripping faucets, clearing of clogged drain lines and sink aerators; towel bars, shower rods, caulking of tubs and countertops. Repairs of the commode including the Fluid Master, Bone or White Bowl Seat, Flapper, Supply Line and Bolt Caps; It does not cover any repair that requires the replacement of the tank or bowl and the removal of the commode from the floor. Does not cover replacement of faucet fixtures.

HOT WATER HEATER

Minor electrical repairs, thermostat adjustments or replacement

TV – DVD REPAIR

Minor external repairs such as color adjustments, TV reprogramming, remote control reprogram or battery replacement. Does not cover internal repairs of the TV or DVD, wall mounts, installation of wall mounts and/or wiring throughout the unit.

WINDOW COVERING

Covers the replacement of standard vertical blind slats, adjustments of blinds and drapes, the installation of cord weights, drapery hooks and cord anchors. It does not cover the repair or the replacement of the head rail, carriers or the total replacement of all vertical blind slats.

SLIDING GLASS DOORS

Covers the adjustment or lubrication of door rollers, and the adjustment or replacement of locks, handles and latch assemblies. It does not cover the installation of new door rollers or tracks.

MISCELLANEOUS ITEMS

Covers the installation of door stops, minor drywall repairs. Smoke alarm battery replacement. Sleeper sofa spring replacement. Ceiling tile replacement due to minor water leaks. Door viewer replacement. Does not include remodeling and special order ceiling tiles.

Services Offered Not Covered Under Monthly Program

Appliance Repair

Troubleshooting & Repairs of: Refrigerator, Dryer, Washing Machines, Dishwasher & Microwave

Appliance Sales

We offer a full line of appliance options (prices determined by model). See Rental Maintenance Front Desk for options

Plumbing Repair

Faucet Replacement, Faucet Repair, Line Repairs (Copper, PVC, Braided), Toilet Replacement & Toilet Repair, Manifold Replacement. Shower Heads, Tub Drain Inserts, Angel Valve Replacement. Hot Water Heater Repair & Replacement etc.

HVAC Service Work

Troubleshooting & Repair of HVAC Condenser & Air Handler, we also offer a full line of replacement options on any HAVC system (prices determined by model). See Rental Maintenance Front Desk for options

Interior repair

Major Drywall Repair, Painting of large surfaces or entire rooms, Carpentry Repairs and Furniture Repairs, Carpentry installations (Baseboard, Crown Molding, & Cabinets Installation etc).

Electrical Repair

Outlet Repair and Installation, Breakers, Lighting Fixtures, Ceiling Fan Installation & Replacement

General Maintenance

Door locks, Installation of Wall Mounts for TV, Light Bulb Replacement. Ceiling Tile Replacement and Grid Installation

We reserve the right to deny repair on any item, which is our sole discretion unreasonable to repair, as a result is damage, defect, destruction or obsolescence, if the cost of repair exceeds the cost of replacement.

We are not responsible for the repair/replacement of any item due to wind, fire, water, abuse, neglect, misuse or natural disaster

Non-Rental Maintenance Authorization

Date: _____

I, _____, (Print First and Last Name) authorize Resort Collection to charge \$ (plus applicable taxes) for authorized work in agreement with the Non-Rental Maintenance Program for Unit # _____.

By signing this agreement, means I am the Owner of the unit and I understand the labor and parts for specified repairs will be charged as detailed above, and any additional repairs for unforeseen work charged to unit will not commence without notification to owner unless it is an emergency situation that will result in further damage to said unit and or surrounding units.

I understand that this agreement shall commence on the date of execution and that I have the right to terminate this agreement with a (90) day written notice.

Signature

(Owner)

Date: _____



RESORT COLLECTION[®]

Owners:

This form is required for all charging permissions associated with your Owner Account. Please complete the Credit Information Sheet below and return to Owner Accounting in order for us to establish or update your owner account. To avoid disruption in the billing of your account, please submit updated Credit Card information promptly.

You will be billed monthly for the non-rental maintenance program and it is billed in advance.

I guarantee payment for all services rendered. If for any reason my account becomes more than 60days past due, I authorize Resort Collection to charge my credit card for these charges.

Unit Number _____

Owner's Name _____

Name on deed _____

Billing Address _____

City _____ State _____ Zip _____

Phone () _____ Cell Phone () _____

Email Address _____

Account Guaranteed Credit Card Number _____

Credit Card type: AX MC/VS DS 3 Digit Security Number CVS # _____ Exp. _____

Recurring Credit Card Authorization Option:

_____ I agree to have total monthly charges, charged to my credit card on or before the 15th of each month. (Monthly Statements will still be sent to you)

_____ Please send me a statement and I will pay my account balance via check.

Signature of Cardholder/Owner:

X _____ Date: _____

Office Use Only:

Account Number: _____ Limit: _____ Date: _____ Expires:

Please submit to Rental Management Accounting Office at

Edgewater Beach Resort
11212 Front Beach Rd
Panama City Beach, FL 32407

Due to the nature of our rental program and ownership of condominiums, the room block is subject to fluctuations in availability. We will make every effort to fulfill all of your special requests. However, in the event specific unit types and configurations are not available, we reserve the right to substitute comparable units.

Please note, should a third party agent become involved, Edgewater Beach Resort Management, Inc. D/B/A Resort Collection reserves the right to renegotiate these established rates to provide for commissions.

COMPLIMENTARY CONCESSION

The complimentary policy of Edgewater Beach Resort Management, Inc. D/B/A Resort Collection is to provide one (1) complimentary room night for every fifty (50) suites actually occupied on a cumulative basis. The complimentary room nights must be utilized during the convention / conference dates. To determine the comp room types, the overall ADR (Average Daily Rate) will be calculated based on the actual group room pick up achieved upon your reservation cut-off date.

METHOD OF PAYMENT

Individual pays for: Incidentals & Damages (Group will make every effort to supply documentation/back-up for said damaged guest rooms to make individual person responsible for the cost of damage. However, if Group is unable to provide payment information, then Group will be ultimately responsible).

Master Account pays for: Guest Room Charges, 1% City Fee, Cleaning Fees, Parking Passes and Banquet Charges.

RESERVATION PROCEDURE

ROOMING LIST

Your rooming list should be in alphabetical order by last name with arrival and departure dates and payment procedures. To ensure accuracy, the list should be typed or neatly printed. Your rooming list should be returned to our Group Coordinator no later than the stated reservation cut-off date of May 22, 2020. **The resort mandates at least one person in each room be 25 years of age or older. Please notate that person on your list with an asterisk. These lists will be given to front desk and security, so they will know the responsible party in each room. Big Stuf agrees to adhere to this policy and acknowledges this person must be present to check in and receive room keys.**

JE

Initial

CHECK-IN AND CHECK OUT

Check-in time begins at 4:00pm, check-out time is 10:00am. Early arrivals will be handled based on availability. Payment guarantee is required in order to receive a resort charge card. Attendees will not be able to receive a charge card without issuing a credit card. Late check-out charges are as follows:

Initial JE Date 12-20-19

Edgewater Beach Pool Rules as of 1/10/2020

Printed Rules and Signs for Lagoon, Tower 2, Tower 3, Villas Pools and Hot Tubs

Quiet Hours enforced between 10:00 PM and 8:00 AM
Pools are open from 7 AM to 12 Midnight
Hot tubs are open from 7 AM to 12 Midnight
Children under 12 must be accompanied by an adult when in pool or hot tub
No Life Guard on Duty - use at own risk
Proper ID Tags required to use pools or hot tubs
No Smoking or Vapors in pools, hot tubs, and pool area decks
No Food or Drink allowed within 4 ft. of pool or hot tub
No Coolers (except small medical coolers) or Radios are allowed on all Pool decks
No Glass containers allowed on pool decks and in pools and hot tubs
No floats or air mattresses in any pool when pool is crowded.
No throwing or hitting balls or any projectiles in pools.
No diving from or climbing on rocks or waterfalls.
No Animals allowed in pool or on pool decks
No Bicycles, Skates, Skateboards, or Roller blades on pool decks
Shower before using pool or hot tub
Swim diapers required for all toddlers and babies while in pool or on pool deck
Do not use pool if ill with diarrhea
Do not swallow pool water
T-back, thongs, or similar suits are not allowed to be worn
Emergency Assistance 850-235-6813

Additions to individual signs:

Lagoon Pool

Bathing Load is 185 persons

Tower 2 and 3

Bathing area is 22 persons

Sandals/shoes required on all tower area decks

Villas

Bathing area is 15 persons