



SUMMER HOUSE in OLD PONTE VEDRA
700 Ocean Place
Ponte Vedra Beach, FL 32082

NOTICE OF BOARD OF DIRECTOR'S MEETING

Notice is hereby given to all members of Summer House in Old Ponte Vedra Condominium Association Inc. that the Board of Directors will be holding a Board of Director's Meeting as follows:

DATE: March 27, 2025

TIME: 6:00pm

PLACE: Summer House – Beachside Clubhouse or VIA Zoom
700 Ocean Place
Ponte Vedra Beach, FL 32082

Zoom: Register in advance for this meeting:

<https://us06web.zoom.us/meeting/register/ZyzK5ZDPRoGonGuhu0UnDQ>

After registering, you will receive a confirmation email containing information about joining the meeting.



Board of Director's Meeting March 27, 2025 Agenda

1. Meeting called to Order
2. Establish a Quorum
3. Approve Minutes from the December 3, 2024 Board and Organizational Meeting
4. Approve Minutes from the December 3, 2024 Budget Approval Meeting
5. Ratify Vote to approve the 2024 Audit
6. Dennis Williams recommendation for building #10gs to be completed next
7. Approve Hurricane Shutter and Storm Panel Specifications
8. Committee Appointments
 - a) Compliance Committee- Kevin Guthard
 - b) Finance Committee- Joe Gill
9. Ratify Vote for ARC Applications Submitted Dec 2024- Feb 2025
*List of ARC Applications Included in Meeting Packet
10. Ratify Vote Approving Violation Fines Issued Dec 2024- Feb 2025
*List of Violations included in Meeting Packet
11. New Business
12. Membership Questions
13. Adjournment

Dated: March 24, 2025

By: *Shannon Kolacz*

Shannon Kolacz, Community Association Manager
Summer House in Old Ponte Vedra Condominium Association

**SUMMER HOUSE IN OLD PONTE VEDRA
CONDOMINIUM ASSOCIATION, INC.
700 OCEAN PLACE
PONTE VEDRA BEACH, FL 32082**

**Organizational and Board Meeting Minutes
December 3, 2024**

1. Meeting called to order at 6:12 by James Galloway

PRESENT AT THE ZOOM MEETING: Quorum of the Board of Director's was established.

Present via Zoom

James Galloway
Shane Kammerdiener
Jeff Terwilliger
Garrett Warren

Present in Pub Room

Kathy Huppert
Shannon Kolacz –Property Manager – FSR
Stacy Hudgens- Asst Manager- FSR

2. Establish a Quorum

James Galloway verifies a quorum of the Board is present

3. Assignment of Officer Positions

James Galloway motions to make himself President, Shane Kammerdiener Treasurer, Garret Warren Secretary, Jeff Terwilliger Director at Large, and Kathy Huppert Director at Large. Shane Kammerdiener seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

4. Approval of Minutes from the September 5, 2024 BOD Meeting

Garrett Warren motions to approve and waive the reading of the September 5, 2024 Board of Directors meeting minutes. Shane Kammerdiener seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

5. Ratify approvals for ARC applications submitted Aug- Nov 2024

Shane Kammerdiener motions ratify approvals of ARC applications submitted Aug- Nov 2024. Garrett Warren seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

6. Ratify approvals for violation fines issued May- Nov 2023

Garrett Warren motions ratify approvals of violation fines issued Aug- Nov 2024. Shane Kammerdiener seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

7. Ratify Approval of the Banking Analysis and Transfer of Reserve Funds from South State Bank to Websters Bank

Garrett Warren motions to ratify the approval of the banking analysis and transfer of reserve funds from South State Bank to Websters Bank. Shane Kammerdiener seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

8. Ratify Approval of Golf Side Mailbox Replacement #101-#402

Garrett Warren motions to ratify the approval of the golf side mailbox replacement. Shane Kammerdiener seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

9. New Business

No New Business discussed

10. Adjournment

James Galloway adjourns the meeting at 6:34pm

**SUMMER HOUSE IN OLD PONTE VEDRA
CONDOMINIUM ASSOCIATION, INC.
700 OCEAN PLACE
PONTE VEDRA BEACH, FL 32082**

**Budget Approval Meeting
December 3, 2024**

1. Meeting called to order at 6:35 PM by James Galloway

PRESENT AT THE ZOOM MEETING: Quorum of the Board of Director's was established.

Present via Zoom

James Galloway
Shane Kammerdiener
Jeff Terwilliger
Garrett Warren

Present in Pub Room

Kathy Huppert
Shannon Kolacz –Property Manager – FSR
Stacy Hudgens- Asst Manager- FSR

2. Verify a Quorum is Present

James Galloway verifies a quorum of the Board is present

3. Approval of Proposed 2025 Budget

Shane Kammerdiener motions to approve the Proposed 2025 Budget. Garrett Warren seconds the motion. All Board members vote in favor. Motion passes unanimously by vote of the Board members present at the meeting.

4. Adjournment

James Galloway adjourns the meeting at 6:38pm

**SUMMER HOUSE IN OLD PONTE VEDRA
CONDOMINIUM ASSOCIATION, INC.**

**Financial Statements
Supplementary Information
and
Independent Auditors' Report
For the Year Ended December 31, 2024**

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
December 31, 2024

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INDEPENDENT AUDITORS' REPORT

To the Board of Directors
Summer House in Old Ponte Vedra Condominium Association, Inc.
Ponte Vedra Beach, Florida

Opinion

We have audited the accompanying financial statements of Summer House in Old Ponte Vedra Condominium Association, Inc., which comprise the balance sheet as of December 31, 2024, and the related statements of revenues, expenses, and changes in fund balances, and cash flows for the year then ended, and the related notes to the financial statements.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Summer House in Old Ponte Vedra Condominium Association, Inc. as of December 31, 2024, and the results of its operations and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Summer House in Old Ponte Vedra Condominium Association, Inc. and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Summer House in Old Ponte Vedra Condominium Association, Inc.'s ability to continue as a going concern within one year after the date that the financial statements are available to be issued.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
December 31, 2024

INDEPENDENT AUDITORS' REPORT

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Summer House in Old Ponte Veda Condominium Association, Inc.'s internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Summer House in Old Ponte Veda Condominium Association, Inc.'s ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
December 31, 2024

INDEPENDENT AUDITORS' REPORT

Report on Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The "Comparison of Operating Fund Revenues and Expenses to Budget" on pages 16-17 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of the Association's management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information, except for that portion marked "unaudited," has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole. The information marked "unaudited" has not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Disclaimer of Opinion on Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the "Supplementary Information on Future Major Repairs and Replacements" on page 18 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Financial Accounting Standards Board, which considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

LBW CPAs and Associates, Inc.

St. Augustine, Florida
March 11, 2025

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
At December 31, 2024

Balance Sheet

	Operating Fund	Replacement Fund	Total
Assets			
Current assets:			
Cash and cash equivalents:			
Unrestricted	\$249,949		\$249,949
Designated		\$463,304	463,304
Total cash and cash equivalents	249,949	463,304	713,253
Fees and assessments receivable, less allowance for credit losses of \$3,982			
	20,775		20,775
Prepaid expenses	12,465		12,465
Prepaid insurance	69,432		69,432
Total current assets	352,621	463,304	815,925
Property and equipment, less accumulated depreciation of \$29,201			
	-0-		-0-
Operating lease right-of-use assets	48,336		48,336
Finance lease right-of-use asset, less accumulated amortization of \$4,537	11,475		11,475
Total assets	<u>\$412,432</u>	<u>\$463,304</u>	<u>\$875,736</u>
Liabilities and Fund Balances			
Current liabilities:			
Accounts payable and accrued expenses	\$88,841	\$20,060	\$108,901
Prepaid fees and assessments	61,977		61,977
Deferred revenue	27,780		27,780
Operating lease liability, current portion	13,388		13,388
Finance lease liability, current portion	3,081		3,081
Total current liabilities	195,067	20,060	215,127
Operating lease liability, less current portion	34,948		34,948
Finance lease liability, less current portion	8,867		8,867
Contract liabilities (unspent reserve assessments)		443,244	443,244
Total liabilities	238,882	463,304	702,186
Fund balances	173,550		173,550
Total liabilities and fund balances	<u>\$412,432</u>	<u>\$463,304</u>	<u>\$875,736</u>

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Statement of Revenues, Expenses, and Changes in Fund Balances

	Operating Fund	Replacement Fund	Total
Revenues			
Regular assessments (billed)	\$1,975,172	\$460,000	\$2,435,172
Plus: prior reserve assessments recognized		174,191	174,191
Total assessments recognized	1,975,172	634,191	2,609,363
Finance charges	5,300		5,300
Owner reimbursements	2,207		2,207
Cable incentive income	18,993		18,993
Other income	26,101		26,101
Interest income		1,626	1,626
Total revenues	<u>2,027,773</u>	<u>635,817</u>	<u>2,663,590</u>
Expenses			
General and administrative	76,694		76,694
Maintenance	153,095		153,095
Payroll reimbursements	360,089		360,089
Contracts	438,119		438,119
Utilities	328,619		328,619
Insurance	534,325		534,325
Major repairs and maintenance		635,817	635,817
Total expenses	<u>1,890,941</u>	<u>635,817</u>	<u>2,526,758</u>
Surplus of revenues over expenses	136,832		136,832
Fund balances, beginning of year	<u>36,718</u>		<u>36,718</u>
Fund balances, end of year	<u><u>\$173,550</u></u>	<u><u>\$0</u></u>	<u><u>\$173,550</u></u>

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Statement of Cash Flows

	Operating Fund	Replacement Fund	Total
Cash flows from operating activities:			
Regular assessments received	\$1,864,339	\$572,340	\$2,436,679
Interest and other cash receipts	45,656	1,626	47,282
Cash paid for goods and services	(1,912,839)	(615,757)	(2,528,596)
Net cash used in operating activities	(2,844)	(41,791)	(44,635)
Cash flows from financing activities:			
Finance lease payments	(2,902)		(2,902)
Net cash used in financing activities	(2,902)		(2,902)
Increase/(decrease) in cash and cash equivalents,	(5,746)	(41,791)	(47,537)
Beginning of year	255,695	505,095	760,790
End of year	\$249,949	\$463,304	\$713,253

**Adjustments to reconcile surplus/(deficit)
of revenues over expenses to net cash
provided by/(used in) operating activities:**

Surplus of revenues over expenses	\$136,832		\$136,832
Add back: depreciation expense	2,091		2,091
Add back: amortization expense	3,203		3,203
<i>(Increase)/decrease in:</i>			
Fees and assessments receivable	(4,566)		(4,566)
Interfund receivable/(payable)	(112,340)	\$112,340	
Prepaid expenses	296		296
Prepaid insurance	14,717		14,717
<i>Increase/(decrease) in:</i>			
Accounts payable and accrued expenses	(42,205)	20,060	(22,145)
Prepaid fees and assessments	6,073		6,073
Deferred revenue	(6,945)		(6,945)
Contract liabilities (unspent reserve assessments)		(174,191)	(174,191)
Net cash used in operating activities	(\$2,844)	(\$41,791)	(\$44,635)

Supplemental disclosures of cash flow information:

Cash paid for interest (finance lease and insurance financing)	\$13,974
Cash paid for taxes	None

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Organization

Summer House in Old Ponte Vedra Condominium Association, Inc. (the “Association”) is a statutory condominium association organized on March 29, 2005 as a not-for-profit corporation under the laws of the State of Florida for the purposes of maintaining and preserving the common property of the Summer House in Old Ponte Vedra Condominium. The condominium is a residential development located in Ponte Vedra Beach, St. Johns County, Florida, and was created by conversion of two existing apartment complexes.

The condominium consists of thirty-six (36) buildings containing two hundred forty-six (246) residential units in Phase I, and twenty-one (21) buildings containing two hundred sixteen (216) residential units and one (1) commercial unit in Phase II. The Village at Ponte Vedra, LLC, a Florida limited liability company, and The Fairways at Ponte Vedra, LLC, a Florida limited liability company, are the joint developers (the “Developer”) of the condominium. Common elements include certain utilities, fences and lighting for same, paving, walls, retaining walls, the foundation, roofs, and exterior walls of the buildings, life safety systems, landscaped areas, gate house, tennis courts, and swimming pool. Control of the Association was transferred from the Developer to the owners on September 30, 2008.

Basis of Presentation

The accompanying financial statements have been prepared using the accrual basis of accounting and in accordance with Florida Statutes and with the “Real Estate – Common Interest Realty Associations” topic of the Financial Accounting Standards Board (“FASB”) Accounting Standard Codification (“ASC”). The accrual basis of accounting means that revenues are recorded when they are earned and expenses are recorded when they are incurred.

Fund Accounting

The Association’s governing documents provide certain guidelines for governing its financial activities. To ensure observance of limitations and restrictions on the use of financial resources, the Association maintains its accounts using fund accounting, which requires that funds such as operating funds and funds designated for future major repairs and replacements be classified separately for accounting and reporting purposes. The assets, liabilities, and fund balances of the Association are reported in two self-balancing fund groups.

The operating fund reflects the operating assessments paid by owners to meet the regular, recurring costs of operation. Expenditures from this fund are limited to those connected with the day-to-day operations. The replacement fund is composed of assessments paid by owners to fund future major repairs and replacements. Interest earned on the replacement fund is retained in the fund (net of applicable income taxes paid from the fund). These funds may be used only for authorized reserve expenditures unless their use for other purposes is approved in advance by a majority of owners.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Recognition of Assets and Depreciation Policy

The Association's policy for recognizing common property as assets in its balance sheet is to recognize (a) common personal property and (b) real property to which it has title and that it can dispose of for cash while retaining the proceeds. Tangible personal property acquired by using the Association's operating funds, consisting of fitness equipment, was recorded at cost and was depreciated over the estimated useful life of seven years using the straight-line method of depreciation. The tangible property was fully depreciated as of December 31, 2024. Real property and common areas acquired from the Developer and related improvements to such property are not recorded in the Association's financial statements because those properties are owned by the individual unit owners in common and not by the Association.

Owners' Assessments and Allowance for Credit Losses

Association members are subject to monthly assessments to provide funds for the Association's operating expenses and major repairs and replacements. Assessment revenue is recognized as the related performance obligations are satisfied at transaction amounts expected to be collected. The Association's performance obligation related to its operating assessments is satisfied over time on a daily pro-rata basis using the input method. The performance obligations related to the replacement fund assessments are satisfied when these funds are expended for their designated purpose. Assessments receivable at the balance sheet date are stated at the amounts expected to be collected from outstanding assessments from owners. Prepaid assessments at the balance sheet date represent fees paid in advance by owners. The Association's policy is to retain legal counsel and place liens on the properties of owners whose assessments become past due. The Association retains excess operating funds at the end of the fiscal year, if any, for use in future periods. The balances of assessments receivable as of the beginning and end of the year are \$20,192 and \$24,757, respectively.

The Association treats uncollectible assessments as credit losses. Methods, inputs, and assumptions used to evaluate when assessments are considered uncollectible include closely monitoring of outstanding assessment balances by management, member payment history of outstanding assessment balances, and susceptibility to factors outside the Association's control.

Prepaid Assessments

Prepaid assessments consist of amounts received which are applicable to 2025 assessments. The balances of prepaid assessments as of the beginning and end of the year are \$55,904 and \$61,977, respectively.

Contract Liabilities (Unspent Reserve Assessments)

The Association recognizes revenue from members as the related performance obligations are satisfied. A contract liability (unspent reserve assessments) is recorded when the Association has received but not yet spent reserve assessments for their intended purpose. The balances of contract liabilities as of the beginning and end of the year are \$617,435 and \$443,244, respectively.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Cash and Cash Equivalents

For purposes of reporting cash flows, the Association considers all monies deposited with financial institutions in checking and money market accounts and certificates of deposit with original maturities of three months or less to be cash and cash equivalents.

Interest Income

Interest income earned by the replacement fund is allocated to the pooled fund. Other interest income earned by the operating fund is credited to that respective fund account. The Association's policy is to account for fund expenditures using fund interest income before fund assessment income.

Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

Fair Value of Financial Instruments

Unless otherwise indicated, the fair values of all reported assets and liabilities that represent financial instruments (none of which are held for trading purposes) approximate the value of such assets and liabilities.

Donated Services

The Association's Board of Directors and its officers serve without compensation. The value of these services is not recorded in the financial statements.

Concentration of Credit Risk

The Association's primary sources of income are assessments paid by unit owners.

Leases

The Association determines if an arrangement is a lease or contains a lease at inception. Leases result in the recognition of right-of-use ("ROU") assets and lease liabilities on the balance sheet. ROU assets represent the right to use an underlying asset for the lease term, and lease liabilities represent the obligation to make lease payments arising from the lease, measured on a discounted basis. The Association determines lease classification as operating or finance at the lease commencement date. Finance leases, if applicable, are included in assets, other current liabilities, and other long-term liabilities on our balance sheet.

At lease inception, the lease liability is measured at the present value of the lease payments over the lease term. The ROU asset equals the lease liability adjusted for any initial direct costs, prepaid or deferred rent, and lease incentives.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 1 - ORGANIZATION AND SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Leases (Continued)

The Association uses the implicit rate when readily determinable. If not readily determinable, the Association uses its most recent borrowing rate based on the information available at the commencement date to determine the present value of lease payments. The lease term is the noncancelable period per the contract. Additionally, the lease term may include options to extend or to terminate the lease that the Association is reasonably certain to exercise. Lease expense is generally recognized on a straight-line basis over the lease term.

NOTE 2 - DATE OF MANAGEMENT'S REVIEW AND SUBSEQUENT EVENTS

In preparing the financial statements, the Association has evaluated events and transactions for potential recognition or disclosure through March 11, 2025, the date that the financial statements were available to be issued. Based upon this evaluation, the Association has determined that no subsequent events have occurred that require adjustment to or disclosure in the financial statements.

NOTE 3 - OWNERS' ASSESSMENTS

Pursuant to the Declaration of Condominium, regular assessments are allocated to the unit owners in proportion to the size of the unit and the total number of units. For the year ended December 31, 2024, regular monthly assessments to unit owners ranged from \$233.25 to \$670.05 (the non-residential unit monthly assessment was \$951.17). Of these monthly amounts, funds designated to the replacement fund ranged from \$44.06 to \$126.58 (\$179.68 for the non-residential unit). Delinquent assessments totaled \$24,757 at year end. As of December 31, 2024, an allowance for credit losses in the amount of \$3,982 has been recorded since collection of certain delinquent assessments and related expenses is doubtful.

NOTE 4 - CONCENTRATION OF CREDIT RISK

Financial instruments which potentially subject the Association to concentrations of credit risk, as defined by accounting principles generally accepted in the United States of America, consist primarily of bank accounts with balances, at times, in excess of amounts insured by the Federal Deposit Insurance Corporation and assessments receivable. Management of the Association evaluates the financial stability of its depositories and considers the risk of loss to be remote. The Association's assessments receivable are related to billed assessments. The Association monitors the collectability of these assessments receivable and pursues collection. Management routinely assesses the collectability of the Association's assessments receivable and provides for allowances for credit losses based on this assessment.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 5 - INCOME TAXES

Condominium associations may elect to be taxed as a regular corporation or as a homeowners association. The Association elected to be taxed as a homeowners association for the year ended December 31, 2024. Under Internal Revenue Service Code Section 528, the Association excludes from taxation exempt function income, which generally consists of revenue from uniform assessments to owners. The Association's investment income and other nonexempt income were subject to tax at a flat federal rate of 30%. For the year ended December 31, 2024, nonexempt function income did not exceed the related expenses. Therefore, no federal income tax expense has been recorded.

Accounting principles generally accepted in the United States of America require management to evaluate tax positions taken by the Association and recognize a tax liability if the Association has taken an uncertain position that more likely than not would not be sustained upon examination by the IRS. Management has analyzed the tax positions taken by the Association and has concluded that as of December 31, 2024, there are no uncertain positions taken or expected to be taken that would require recognition of a liability or disclosure in the financial statements. The Association is subject to routine audits by taxing jurisdictions; however, there are currently no audits for any tax periods in progress. The Association's management believes it is no longer subject to income tax examinations for years prior to 2021.

NOTE 6 - GOLF SIDE CLUBHOUSE AGREEMENT

The Association has entered into an agreement (the "Agreement Regarding Non-Residential Unit" and the "Memorandum of Agreement") concerning the usage and the sharing of electric expenses of the commercial unit (60% Association/40% commercial unit owner), which includes the clubhouse, adjacent swimming pool, and deck. This agreement runs with the title of the property and will be honored by every owner. The commercial unit is currently owned by Lexi Properties LLC (the "Owner"). The Owner pays a monthly assessment in the amount of \$951.17.

NOTE 7 - COMMITMENTS AND CONTINGENCIES

The Association may be periodically involved in legal actions and claims that arise as a result of events that occur in the normal course of operations. Management reviews the validity of such actions and acts accordingly. These financial statements do not include any adjustments for such actions. The Association also has entered into various contracts and leases for equipment and services including management, landscaping, janitorial, pest control, maintenance, and other services.

On May 15, 2024, the Association entered into an agreement with First Insurance Funding to finance its insurance premiums. The total amount financed was \$358,143 at an annual interest rate of 7.94%. Ten monthly payments of principal and interest in the amount of \$37,131 were due, beginning June 15, 2024. At December 31, 2024, the balance outstanding on this agreement was \$111,392. This obligation has been offset against prepaid insurance on the balance sheet.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 7 - COMMITMENTS AND CONTINGENCIES (CONTINUED)

The Association engaged FirstService Residential to provide property management services, including collections, closings, administration, employment of personnel, and maintenance of common elements. Total compensation for management fees under this contract was \$49,508 for the year ended December 31, 2024. In addition, the management company provided payroll services to the Association. Those expenses totaled \$360,089 for the year.

NOTE 8 - CABLE REVENUE SHARE

The Association has entered into an agreement with Comcast Corporation (cable service provider) that provides for revenue sharing where the Association receives a percentage of total revenues derived from such television services. Total income from this cable revenue sharing agreement during 2024 was \$12,048.

NOTE 9 - DEFERRED REVENUE

On January 1, 2019, the Association entered into a services agreement, grant of easement, and compensation agreement with Comcast Cable Communications Management, LLC ("Comcast"). As consideration for the Association granting Comcast the right to provide services for the next ten years, the Association was paid a per unit fee of \$150 (\$69,450 in total). In the event of termination of the agreement, a portion of this fee must be refunded to Comcast (the amount to be pro-rated according to the length of time remaining in the term of the agreement). Therefore, the revenue is being recognized proportionately over the life of the agreement. The amount of revenue recognized during 2024 under this agreement was \$6,945. The unrecognized portion of \$27,780 is included in the liabilities on the balance sheet at year end ("deferred revenue").

NOTE 10 - INSURANCE MATTERS

The Association is responsible for losses incurred by a named storm based upon a 3% deductible per building per calendar year as defined in its property insurance policy. In addition, in the event of a disaster, the Association could be exposed to losses for damages in excess of insurance coverage limits.

NOTE 11 - FUTURE MAJOR REPAIRS AND REPLACEMENTS

The Association's governing documents and Florida Statutes require that funds be presented in the proposed operating budget for future major repairs and replacements. Accumulated funds, which total \$443,244 and are presented on the accompanying balance sheet as a contract liability (unspent reserve assessments) at December 31, 2024, consist of cash in an interest-bearing bank account in the amount of \$463,304 (generally not available for operating purposes), reduced by accrued retainage of \$20,060. Additions to the fund during 2024 included the budgeted contribution of \$460,000 and interest income totaling \$1,626. Expenditures during 2024 totaled \$635,817 and included major repairs to buildings at a cost of approximately \$628,528 (Call Construction Unlimited, Inc.).

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 11 - FUTURE MAJOR REPAIRS AND REPLACEMENTS (CONTINUED)

The total replacement fund balance of \$443,244 is classified on the balance sheet as a contract liability. The contract liability represents unspent assessments that will be recognized as revenues when the funds are expended for their intended purposes. For the year ended December 31, 2024, the Association recognized as revenue \$174,191 of unspent reserve assessments from the beginning balance of \$617,435, leaving total contract liabilities of \$443,244. These funds will remain in contract liabilities until expended for their intended purpose.

The Association engaged an independent reserve analyst to conduct a study to determine the remaining useful lives of the components of common property and current estimates of costs of major repairs and replacements that may be required in the future. The report, which is dated August 2, 2024, recommends 2025 replacement funding in the amount of \$548,800 for structural components and \$143,800 for non-structural components using the cash flow or pooled method of funding. At their meeting on September 16, 2014, the Board of Directors approved using the pooled method of funding reserves going forward. The Board of Directors and management followed the alternate funding plan from the study (which excludes interest and inflation) and included funding in the amount of \$526,000 for structural components and \$130,200 for non-structural components in the 2025 budget.

The table included in the unaudited “Supplementary Information on Future Major Repairs and Replacements” provides an analysis of the replacement fund as of December 31, 2024. Funds are being accumulated in the replacement fund based on estimates of future needs for repairs and replacements of common property components. Actual expenditures may vary from the estimated future expenditures, and the variations may be material. Therefore, amounts accumulated in the replacement fund may not be adequate to meet all future needs for major repairs and replacements. If additional funds are needed, the Association has the right to increase regular assessments, levy special assessments, or delay major repairs and replacements.

Florida Senate Bill SB 4-D requires inspections and completion of a structural integrity reserve study (“SIRS”) for all condominium buildings three stories or higher, to be completed at least every ten years after the condominium’s creation. In addition, structural milestone inspections are required for buildings of a certain age, depending on their distance from the coastline. These inspections must identify the remaining useful life and estimated replacement cost of every major common area component and provide a recommended annual reserve amount that achieves the estimated replacement cost of each common area component by the end of the estimated remaining useful life of each component. Effective December 31, 2024, the members of a unit-owner-controlled association that must obtain a structural integrity reserve study may not determine to provide no reserves or less reserves than required by statute for the specified items; and may not vote to use reserve funds, or any interest accruing thereon, that are reserved for specified structural components (roof, structure and load-bearing walls, fireproofing and fire protection systems, plumbing, electrical systems, waterproofing and exterior painting, windows and exterior doors, and others) for any purpose other than their intended purpose. The Association has completed the required structural integrity reserve study and is utilizing it in its 2025 budget.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 12 - LEASES

The Association has entered into the following lease arrangements:

Operating Leases

The Association leases a printer with an expiration date in 2029. Termination of the lease generally is prohibited unless there is a violation under the lease agreement.

The Association leases two trash compactors with expiration dates in 2027 and 2028. After the initial five-year term, the Association has the option to terminate with sixty-day notice. The initial five-year terms began in 2018. Any termination shall be without penalty.

Finance Lease

The Association leases a phone system with an expiration date in 2028. Termination of the lease generally is prohibited unless there is a violation under the lease agreement. At the end of the lease, a bargain purchase option exists to purchase the leased equipment. The Association has no material related party leases. The Association's lease agreements do not contain any material residual value guarantees or material restrictive covenants.

The lease cost and other required information for the year ended December 31, 2024 is as follows:

Operating lease costs	<u>\$12,334</u>
Finance lease cost:	
Amortization of lease assets	3,203
Interest on lease liabilities	<u>812</u>
Finance lease cost	<u>4,015</u>
Total lease costs	<u><u>\$16,349</u></u>
Other information:	
Cash paid for amounts included in the measurement of lease liabilities	
Operating cash flows for operating leases	\$11,896
Weighted-average remaining lease term	36 to 54 months
Weighted-average discount rate	5% to 6%

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Notes to the Financial Statements

NOTE 12 - LEASES (CONTINUED)

Future minimum lease payments and reconciliation to the balance sheet at December 31, 2024 are as follows:

	<u>Operating Leases</u>	<u>Finance Lease</u>
Year ended December 31,		
2025	\$14,544	\$3,715
2026	14,544	3,715
2027	14,543	3,714
2028	9,538	2,166
2029	3,536	
Total future undiscounted lease payments	56,705	13,310
Less: interest	(8,369)	(1,362)
Lease liabilities	\$48,336	\$11,948
Balance sheet presentation:		
Lease liabilities, current portion	\$13,388	\$3,081
Lease liabilities, less current portion	34,948	8,867
	\$48,336	\$11,948

NOTE 13 - PROPERTY AND EQUIPMENT

Property and equipment at December 31, 2024 consists of the following:

Fitness equipment	\$29,201
Less: accumulated depreciation	(29,201)
Net property and equipment	\$0

Depreciation expense for 2024 totaled \$2,091.

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Comparison of Operating Fund Revenues and Expenses to Budget

	Actual	Unaudited Budget	Variance
Revenues			
Regular assessments	\$1,975,172	\$1,975,105	\$67
Finance charges	5,300	9,600	(4,300)
Owner reimbursements	2,207		2,207
Cable incentive income	18,993	12,000	6,993
Other income	26,101	33,600	(7,499)
Total revenues	<u>2,027,773</u>	<u>2,030,305</u>	<u>(2,532)</u>
Expenses			
<i>General and administrative</i>			
Accounting costs	6,600	6,600	
Administrative	9,044	10,737	(1,693)
Amortization	3,203		3,203
Bank charges	585		585
Computer supplies/services	699	550	149
Corporate annual report	96	61	35
Depreciation expense	2,091	4,176	(2,085)
Employee expenses	5,169	4,100	1,069
Engineering fees	23,350	23,350	
Fees to the Division	1,852	1,848	4
Homeowner services	658		658
Interest	812		812
Legal fees	11,146	20,000	(8,854)
Licenses and permits		100	(100)
Office supplies	2,172	2,400	(228)
Postage and shipping	1,394	2,600	(1,206)
Telephone service	7,823	12,000	(4,177)
Total general and administrative	<u>76,694</u>	<u>88,522</u>	<u>(11,828)</u>
<i>Maintenance</i>			
Carpet cleaning		200	(200)
Electric repairs	8,883	3,000	5,883
HVAC	8,758	2,500	6,258
Janitorial supplies	6,497	5,000	1,497
Light bulbs/lighting	1,721	3,000	(1,279)
Locks and keys	236	250	(14)
Maintenance supplies	12,531	20,000	(7,469)
Other special maintenance expenses	87,329	40,000	47,329
Parking lot	615	1,500	(885)
Plumbing repairs	315	1,000	(685)
Roof/gutter maintenance	26,210	7,000	19,210
Total maintenance	<u>153,095</u>	<u>83,450</u>	<u>69,645</u>
<i>Payroll reimbursements</i>			
Employee bonuses	6,554	5,350	1,204
Maintenance	106,249	103,282	2,967
Management/bookkeeping	119,230	113,546	5,684
Medical insurance	38,996	46,080	(7,084)
Payroll taxes	57,606	46,037	11,569
Porters	31,454	32,136	(682)
Total payroll reimbursements	<u>360,089</u>	<u>346,431</u>	<u>13,658</u>

SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Comparison of Operating Fund Revenues and Expenses to Budget (Continued)

Expenses (Continued)	<u>Actual</u>	<u>Unaudited Budget</u>	<u>Variance</u>
<i>Contracts</i>			
Access gate repair	\$5,220	\$10,000	(\$4,780)
Cable	7,027	6,600	427
Fire/life/safety inspection	7,773	15,100	(7,327)
Janitorial services	16,200	15,600	600
Landscaping	246,878	242,080	4,798
Maintenance contract service	886	644	242
Management fee	49,508	50,020	(512)
Pest control	20,990	22,580	(1,590)
Pools/club/amenities	31,794	23,100	8,694
Security service	1,000	1,000	(1,000)
Trash removal	51,843	60,000	(8,157)
Total contracts	<u>438,119</u>	<u>446,724</u>	<u>(8,605)</u>
<i>Utilities</i>			
Electric	37,554	46,478	(8,924)
Gas - common areas	4,829	1,500	3,329
Water/sewer	286,236	301,200	(14,964)
Total utilities	<u>328,619</u>	<u>349,178</u>	<u>(20,559)</u>
<i>Insurance</i>			
Insurance - property, liability, D&O	534,325	716,000	(181,675)
Total insurance	<u>534,325</u>	<u>716,000</u>	<u>(181,675)</u>
Total expenses	<u>1,890,941</u>	<u>2,030,305</u>	<u>(139,364)</u>
Surplus of revenues over expenses	<u>\$136,832</u>	<u>\$0</u>	<u>\$136,832</u>

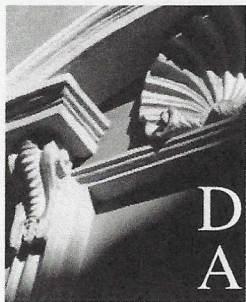
SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION, INC.
For the Year Ended December 31, 2024

Supplementary Information on Future Major Repairs and Replacements

An independent engineer conducted a study in 2024 to estimate the remaining useful lives and the replacement costs of the components of common property. Replacement costs were based on the estimated costs to repair or replace the common property components at the date of the study. Estimated current replacement costs have not been revised since that date and do not take into account the effects of inflation between the date of the study and the date that the components will require repair or replacement. The following information is based on the study and presents significant information about the components of common property.

	Estimated Remaining Lives	Estimated Current Replacement Costs	Contract Liabilities Balance 12/31/2023	Additions	Interest Income	Expenses	Contract Liabilities Balance 12/31/2024	2025 Approved Funding
Components								
<u>Structural</u>								
Exterior building	1-30 years	\$5,111,500						
Building services	7-30 years	1,006,000						
		<u>6,117,500</u>						<u>\$526,000</u>
<u>Non-structural</u>								
Property site	1-30 years	1,151,248						
Clubhouse	3-28 years	342,120						
Pool	2-25 years	569,550						
Reserve study update	2 years	10,200						
		<u>2,073,118</u>						<u>130,200</u>
Pavement - Beach side			\$158,747				\$158,747	
Pavement - Golf side			82,184				82,184	
Pool deck - Golf side			10,401				10,401	
Pool/spa - Golf side			8,052				8,052	
Roofs - Beach side			27,012				27,012	
Roofs - Golf side			40,492				40,492	
POOLED FUND			<u>290,547</u>	<u>\$460,000</u>	<u>\$1,626</u>	<u>(\$635,817)</u>	<u>116,356</u>	
Totals		<u>\$8,190,618</u>	<u>\$617,435</u>	<u>\$460,000</u>	<u>\$1,626</u>	<u>(\$635,817)</u>	<u>\$443,244</u>	<u>\$656,200</u>

See independent auditors' report.



DENNIS M. WILLIAMS
ARCHITECT, P.C.

February 3, 2025

Summer House in Old Ponte Vedra Condominium Association
Attn: Shannon Kolacz
Fairway Park Blvd.
Ponte Vedra Beach, FL 32082

Dear Shannon:

After inspecting Building #10 per your request and also talking to Chris Luca with Call Construction, I recommend that the next building we remodel should be #10.

Respectively,

A handwritten signature in blue ink, appearing to read "D Williams".

Dennis M. Williams, Architect



SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION HURRICANE SHUTTER AND STORM PANEL SPECIFICATIONS

A. Hurricane Shutters or Storm Panels must be of one of three types:

- 1.** Hurricane Panels- Solid corrugated panels made from either aluminum, steel or polycarbonate for added stability. They are affixed to the outside of the building using pre-installed fasteners. When there is no danger, these panels will be stored in the owner's unit.
- 2.** Fabric Storm Panels (also referenced as Hurricane or Storm Panels)- Also known as wind abatement screens, Fabric Storm Panels, consisting of a strong, lightweight layer of woven fabric that is coated with a geo-synthetic PVC material. They are affixed to the outside of the building using pre-installed fasteners. When there is no danger, these panels will be stored in the owner's unit.
- 3.** White aluminum horizontal roll-down, high impact tested interlocking slats to ensure protection from winds of at least 123 MPH. Shutter storage box for roll-down Shutters must be made of aluminum, painted white, and be 5-sided. Motorized Shutters are permitted.

B. All mounting hardware must be non-corrosive, and all penetrations of the building must be sealed. All mounting hardware must be painted to match the masonry. Roll down shutters will be installed and painted to be as unobtrusive as possible and to maintain the aesthetic look of the buildings.

Sample pictures of Shutters and Storm Panels must accompany this Request Form.

C. All work must comply in all respects with the building codes of the State of Florida and St. John's County in effect on the day of installation.

D. Installation company must be licensed with the State of Florida and the County of St. John's, Florida and carry liability insurance coverage and carry workers compensation coverage (unless the contractor can demonstrate that the contractor is not legally obligated to carry workers compensation insurance) and be bonded and insured. Documentation evidencing all of this must be submitted with this Request Form.

E. The Association is not liable to any Owner for damage resulting from the approval process set forth herein.

F. Construction of the Hurricane Shutters or Hurricane Panels shall be completed within ninety (90) days subsequent to the commencement of construction. Failure to complete construction within the specified time shall be deemed an abandonment of construction/installation and a withdrawal of the request for the proposed installation. A new written request will need to be submitted and approved by the Association.



G. Any Owner seeking approval for Hurricane Shutters and/or Hurricane Panels shall sign a Request form and the Supplemental Agreement in which he/she agrees to comply with all adopted Rules and Regulations of the Association pertaining to the Hurricane Shutters and/or Hurricane Panels.

H. Owner agrees to be responsible for all costs and expenses incurred in the installation, maintenance and continued first-class upkeep of the Hurricane Shutters and/or Hurricane Panels.

I. Owner assumes all responsibility for procuring, buying and/or obtaining any necessary Building or Zoning Permits, variances and adherence to any and all other procedures outlined for the construction and maintenance of the improvements described herein by all City, County, State or other governmental entities, including compliance, if required, with the Southern Standard Building Code.

J. The Association shall have the right but not the obligation, upon prior notice to Owner, to periodically inspect the Shutters and/or Panels to verify compliance with the Association's Governing Documents and all applicable law. If Owner fails to maintain the Hurricane Shutters and/or Hurricane Panels as required herein, after ten (10) days' written notice from the Association to Owner, the Association shall have the right to perform, or have performed, any required maintenance or repair work or to have the Hurricane Shutters and/or Hurricane Panels removed and the property restored to its condition prior to the installation of the Hurricane Shutters and/or Hurricane Panels. Owner hereby agrees to be personally responsible for all costs thus incurred and grants the Association a lien right against the condominium unit referred to herein in order to secure payment of any such sums. Said lien shall bear interest and be collectable and foreclosable in the same manner as liens granted to the Association under the Declaration and Condominium Act for non-payment of condominium assessments.

K. Owner agrees to indemnify, defend, and hold harmless the Association from any and all claims, actions, costs or expenses of any nature whatsoever, including but not limited to attorney's fees, arising out of or because of the construction, installation or maintenance of the Hurricane Shutters and/or Hurricane Panels described above.

L. Owner agrees to be responsible for any damage to the Common Elements, Association property, or other units within the condominium which is caused as a result of the construction, installation, or maintenance of the Hurricane Shutters and/or Panels described herein.

M. The Association shall not be required to approve or permit any Hurricane Shutters and/or Hurricane Panels, unless and until the person requesting the installation thereof has fully and completely complied with each and every provision of the Governing Documents of the Association, including these Rules and Specifications.

N. No contractor, subcontractor, laborer or material man shall be permitted entry upon the condominium property, for purposes of actual installation, construction or delivery of materials, unless and until the proposed Hurricane Shutters or Hurricane Panels have been approved by the Association.



O. In the event the Board, in its sole discretion, determines it to be necessary to have the Association's engineer review the documentation supplied for the purposes of determining whether the proposed Hurricane Shutters and/or Hurricane Panels conforms to these Rules and Regulations and/or the applicable building codes, then the person requesting the installation of the Hurricane Shutter and/or Hurricane Panels shall pay to the Association the estimated cost of such engineer's review within five (5) days of receipt of notice from the Board. Failure to pay the cost for the engineer's review within thirty (30) days after receipt of the Board's notice shall be deemed a withdrawal of the request for the installation of the Hurricane Shutter and/or Hurricane Panels. The Board shall be relieved of the requirement to approve or disapprove the proposed installation if said engineering fees are not paid.

P. Within thirty (30) days after receipt of the written request and accompanying documentation, the Board shall either approve or disapprove the proposed installation of the Hurricane Shutter and/or Hurricane Panel. For good cause, the Board may extend the time in which to approve or disapprove the proposed installation for a reasonable time, not to exceed an additional thirty (30) days (i.e., 60 days from the date of receipt of written request and accompanying documentation). Good cause may include, but shall not be limited to, the engineer's inability to timely review the documentation. The Board shall send notice to the person requesting the proposed installation, whether the installation is approved or disapproved. In the event the Board shall disapprove of the proposed installation, the notice shall state the basis for the disapproval. The Board may promulgate, and amend, from time to time, any forms it deems appropriate to convey its approval or disapproval of requests to install hurricane shutters.

Unit owners are welcome to propose alternative products that meet the requirements of the building code and substantially comply with this resolution.

APPROVAL / DISAPPROVAL OF REQUEST The above request is

APPROVED: _____ or **DISAPPROVED:** _____

Summer House in Old Ponte Vedra Condominium Association

By: _____ Date: _____ Title: _____



**SUMMER HOUSE IN OLD PONTE VEDRA CONDOMINIUM ASSOCIATION
HURRICANE SHUTTERS AND/OR HURRICANE PANELS SUPPLEMENTAL AGREEMENT**

The Summer House in Old Ponte Vedra Condominium Association, Inc. (the “Association”) requires all Owners wishing to install Hurricane Shutters and/or Hurricane Panels to agree to the following regulations governing the use of Hurricane Shutters and/or Hurricane Panels to ensure the uniformity of installations for the safety and aesthetics of the community.

1. Hurricane Shutters or Panels may NOT be put up or lowered in front of the windows or doors prior to 72 hours of projected landfall of the storm in Riverview announced by the Hillsborough County Emergency Management Office or before a Tropical Storm Watch or Hurricane Watch is issued by the National Weather Service
2. Hurricane Panels may NOT remain in place covering any windows or doors longer than 72 hours after the “All Clear” announcement by the Hillsborough County Emergency Management Office.

It is the Board’s intention that Hurricane Shutters and/or Hurricane Panels NOT be closed or left in position for unnecessary periods in advance of or after the storm threat has passed. In the event successive hurricane warnings are issued by governmental authorities, there is no need to remove the Hurricane Shutters or Hurricane Panels between projected hurricane landfalls in the area.

3. Unit Owners and Residents who choose to install Hurricane Shutters and/or Hurricane Panels do so at their own risk and expense and release the Association from liability as a result of the Association approving of the Hurricane shutters or Hurricane Panels.
4. Unit Owners and Residents are responsible for the storage and maintenance of their Hurricane Shutters and/ or Hurricane Panels. **Hurricane Panels may not be stored on common elements or on the Unit Lanai.**
5. Hurricane Protection. The Board of Directors shall comply with the Condominium Act, as it may be amended from time to time, with respect to Hurricane Shutters and other hurricane protection. Hurricane Shutters, if installed, shall remain open unless and until a storm or storm warning is announced by the National Weather Center or other recognized weather forecaster. An Owner who plans to be absent from a Unit during all or any portion of the hurricane season must designate a responsible firm or individual to prepare the Hurricane Shutters or Hurricane Panels prior to a hurricane, and to remove all objects from any Lanai, and relocate them to the interior of the Unit or a secure storage area.



Owners who are absent during hurricane season should designate a responsible firm or individual to care for his Unit should a hurricane threaten, or should the Unit be damaged by a hurricane.

The undersigned Owner agrees to comply with regulations passed by the Board of Directors regarding the use and storage of hurricane shutters and/or panels

Unit Address: _____

Signed: _____ (Owner)

Date: _____

Mail the completed application documents and photographs to:

Summer House in Old Ponte Vedra Condominium Association
700 Ocean Place
Ponte Vedra Beach FL 32082

Or, you may drop the completed paperwork directly at the Beach Side Clubhouse.

Dec 2024- Feb 2025 ARC Applications

Dec 2024 ARC Applications

- #795 Install Trellis- **Denied**
- #906 Storm Door Installation

Jan 2025 ARC Applications

- #931 Window Replacement
- #508 Window Replacement
- #2200 Sign Replacement

Feb 2024 ARC Applications

- No Applications Submitted

Dec 2024 thru Feb 2025 Violations

Dec 2024 Violations

- #1112 Bedding hanging over railing
- #1109 Water heater left at compactor
- #1910 Stationary Bike left at compactor

Jan 2025 Violations

- #801 Unregistered Tenant
- #607 Dog Barking continuously
- #1109 Cameras attached to building
- #1106 Trash Left at front door
- #879 Camera attached to building

Feb 2025 Violations

- #2004 Carpet at GS compactor
- #2111 Toilet left at GS compactor
- #901 Doggie gate on patio
- #804 Doggie gate on patio
- #826 Parking on grass
- #708 Parking jeep and trailer around island
- #706 Bike and fishing pole outside front door
- #1104 Curtain on front door not white
- #2102 Cabinet left at compactor
- #1801 Trash outside door
- #878 Dog outside without leash
- #708 Chairs left at compactor
- #1504 Table and chair left at compactor