

Southbay Condominium Association, Inc

PROPERTY MANAGER'S REPORT

--FEBRUARY 2025--

☞ **UPDATES/REMINDERS** ☞

- ☞ **Directory Spot** – Please check the directory app for any documents/reports you may be looking for. The calendar has any meetings scheduled and includes the Zoom link information. The board meeting packet will be loaded into Zoom prior to the board meeting.
- ☞ **Email** – If you have not already submitted a signed contact form electing to receive correspondence electronically, please feel free to contact the office for the form.
- ☞ **T-Mobile** – The welcome party was on March 3rd and we had a nice turnout. If you are unable to attend but would like to sign up for the fiber optic service, it can be done online. I had some discussions with their representative about the possibility of holding future events throughout the year.
- ☞ **Maintenance** – There is a scheduled water shutoff for the 01 and 02 units in D bldg, tomorrow from 9 am to 11 am. A common area pipe was replaced in the 03 section of D bldg today.
- ☞ **Villas** – Paul has started removing the old AC fencing for the villas and disposing of it as there is room in the dumpsters.
- ☞ **Pool** – Paul is continuing to put chemicals in the pool every day until the repairs can be made.
- ☞ **Inspections** – The annual fire sprinkler/hydrant/pump inspection was completed this week.
- ☞ **Landscaping** – The two trees at the entrance and dead bushes around the property were removed by the landscaping company.
- ☞ **A/C** – Cold Zone has almost completed installing the air conditioner replacements for the villas. If you have been contacted by Chelsea from Cold Zone regarding your deposit, please respond to her as soon as possible.
- ☞ **Coupon Books** – All owners should be receiving their new coupon book or letter this week.
- ☞ **Office** – Due to a death in my family, the office will be closed Friday, March 21st.