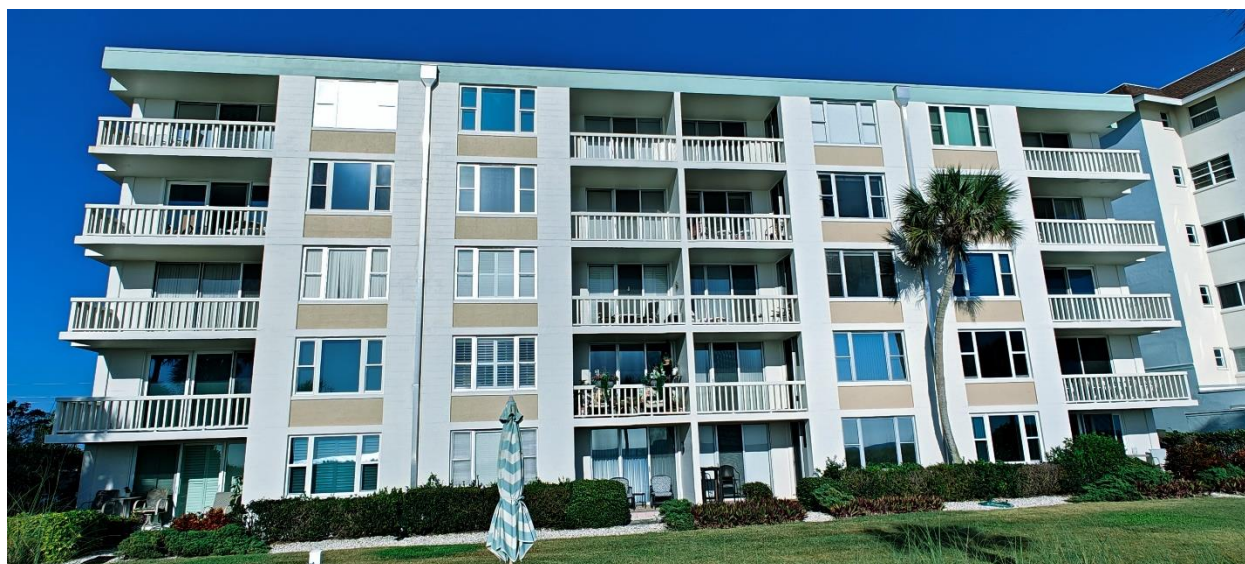


# Bahia Mar

Everything you didn't know you needed to know  
or cared about...

Until you need it!!

*\* A living document. Information will be updated as needed. \**



**\*\* This document is for informational purposes only. If anything needs fixing, you should contact a board member or the management company to get the right person to correct any issue. \*\***

June 15, 2024

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## I. Roof:

- Top coat of silicone added in 2021
- Roofer stated one more top coat can be added in 2031 before roof needs to be replaced
  - Insurance company may not allow another coat
- If another top coat can be added – roof will need to be replaced by 2041, if not before
- Roof access is from the 5<sup>th</sup> floor laundry room – ladder leading up to a hatch door
- Hatch door is locked – coded lock, combination is: 1100



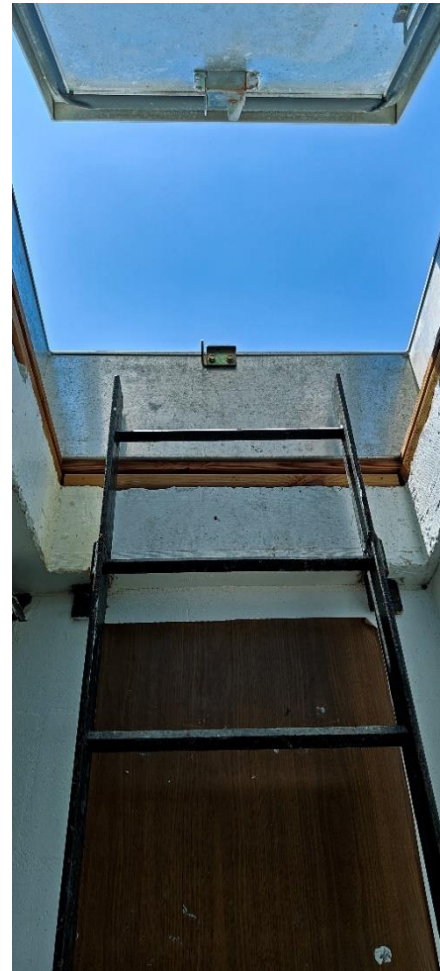
**Fig 1.1 Roof looking south**



**Fig 1.2 Roof looking north**



**Fig 1.3 Roof hatch door in 5<sup>th</sup> floor laundry room - closed**



**Fig 1.4 Roof hatch door in 5<sup>th</sup> floor laundry room - open**

## II. Electric Room:

- Located on the northeast end of the east side of the building
- Contains all the electric meters for the entire building, including individual meters for each unit.
- Access requires a key located in the key box
- Each unit has their own electric panel located in their unit. Breakers and main cut off for each unit are located in the individual unit electric panel.



**Fig 2.1 Unit electric meters in electric room**



**Fig 2.2 Electric panel in individual unit**

### III. Hallway lights:

- Timer in 5<sup>th</sup> floor laundry room
- Timer should be adjusted to make sure that lights come on early enough to light hallways and off so the lights are not on during the day. Should also be adjusted for DST and Standard time.
  - 3 lights on 1<sup>st</sup> floor, on floors 2 – 5, 1 light on each floor in front of elevator door
  - To adjust time, loosen screws only to allow timer position to move. Do not loosen too much or the screw will come out and fall. It will be very difficult to find screw if it falls.
  - Off & on timer pins are not exact time. They can only be set to an approximate time.
- First floor fluorescent light is controlled by a switch near the elevator, below the light on the wall.



**Fig 3.1 Hallway light timer box – 5<sup>th</sup> floor laundry room**



**Fig 3.2 Hallway light timer**



**Fig 3.3 Hallway lights – 1<sup>st</sup> floor**



**Fig 3.4 Hallway lights – floors 2 - 5**



**Fig 3.5 First floor fluorescent light**

#### IV. Laundry Water Heater:

- The water heater for the washing machines is located in the storage closet on the 1<sup>st</sup> floor on the south side of the elevator



**Fig 4.1 First floor storage doors**



**Fig 4.2 Laundry water heater**

#### V. Entrance lights & Carport lights:

- Lights are controlled by a light sensor so the lights go on when it gets dark and off when the sun rises.
- Sensor to turn on and off the lights is mounted on the wall by the electric room door



**Fig 5.1 Main parking lot entrance with lights**



**Fig 5.2 Sensor to turn on & off carport & main entrance lights**



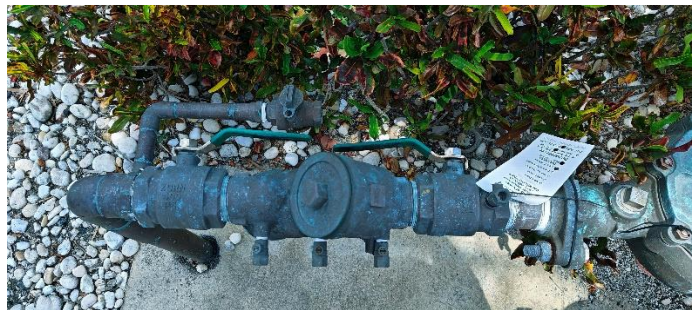
**Fig 5.3 Sensor to turn on & off carport & main entrance lights by electric room door**

## VI. Water Shutoff:

- Main water shut off to the building from the street is located between parking spots 404/303 and the sidewalk. Facing the street the valve is the one on the left.



**Fig 7.1 Main water valve to building**



**Fig 7.2 Main water valve to building – top view**

## VII. Sewer Drain:

- The main sewer access is the white standing pipes located by the entrance. It is on the left side of the entrance facing the street.
- There is access on the northeast and southeast side of the street side of the building.



**Fig 7.1 Southeast sewer access**



**Fig 7.2 Northeast sewer access**



**Fig 7.3 Sewer access**



**Fig 7.4 Standpipe by street**



### VIII. Water at the beach:

- Water shut off for the beach faucet and the irrigation system is the same valve located between parking spots 404/303 and the sidewalk. Facing the street, the valve is the one on the right



**Fig 8.1 Beach water faucet and hose**



**Fig 8.2 Beach water faucet and hose looking toward building**



**Fig 8.3 Beach water and west side irrigation water shut off valve**



**Fig 8.4 Beach water and west side irrigation water shut off valve – top view**

## IX. Irrigation System:

- The irrigation system is in zones: one for each side of the building, one for the Gulf side and one for the East side of Tarpon Center Dr.
- On the west side of Tarpon Center Dr, the irrigation system is controlled by a panel in the electrical room.
- On the east side of Tarpon Center Dr., the irrigation system is controlled by a panel on the left wall just inside the door in the shed.
- The water shut off for the east side of the street is located by the first parking spot to the left when facing the docks.
- The water shut off for the west side of the street is the same shut off as the water for the water on the beach (see figures 8.3 & 8.4 above).
- Hazeltine maintains the irrigation system. They should test the sprinkler heads and system on a periodic basis.
  - Need to find out how they do it



Fig 9.1 East side irrigation system control panel

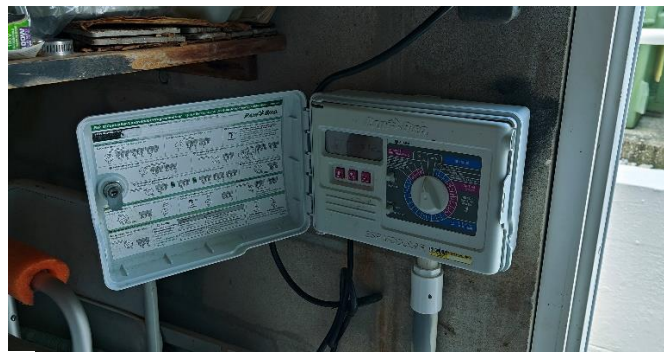


Fig 9.2 West side irrigation system control panel



Fig 9.3 East side irrigation water shutoff valve

## X. Grounds:

- Hazeltine is on contract to maintain the grounds of the property on both sides of the street. Contract should be consulted for any details.

## XI. Elevators:

- Elevators were 'modernized' in June of 2023.
- Mechanisms and electronic controls were replaced
- Doors were not replaced
- Should have a 30-year lifespan
- Hydraulic tank (blue tank in elevator room) was not replaced. It should be replaced by 2033
- Air conditioner needs to be installed in the elevator room.
- Phone in elevator is working and is being monitored by Towne Monitoring – (215) 660-0800.
- If the elevator door is open for more than 2 minutes, the elevator will shut down. If you need to have the door open for than 2 minutes at a time (such as moving), see Linda Long in unit #104 for the key to allow the door to stay open for more than 2 minutes.
- The elevator room is located on south side of the elevator as you head up the steps on the right
- There is a key to the elevator room in the small box at the top of the 1<sup>st</sup> floor storage door, as well as the key box. The elevator company has a master key to the key box.
- Elevator inspection is required by the state and is done by our elevator contractor, General Elevator Solutions (GES)



**Fig 11.1 Outside elevator door floor 1**



**Fig 11.2 Outside elevator door floors 2 - 5**



**Fig 11.3 Inside elevator panel**



**Fig 11.4 Inside elevator cab**



**Fig 11.5 Elevator room door on right & key box on left**



**Fig 11.6 Elevator door key box**



**Fig 11.7 Inside elevator room**

## XII. Fire alarm system:

- Fire panel is located in north stairwell by the 1<sup>st</sup> floor door
- Heat and smoke sensors installed on every floor outside elevator doors
- Horn speakers and fire alarm pulls are on every floor in the north & south side of the building by the stair wells.
- Fire alarm is tested annually by the Venice Fire Department.
- There are exit lights at the entrance to each door on every floor of the stairwell
- Lights in the stairwell must stay on and are required by law & are tested annually to make sure they stay on when electricity goes out
- Emergency lighting is located in each stairwell in between every floor.



**Fig 12.1 Fire panel cabinet**



**Fig 12.2 Fire alarm panel**



**Fig 12.3 Smoke & heat detector**



**Fig 12.4 Exit sign by stairwell**



**Fig 12.5 Fire alarm pull & horn**



**Fig 12.6 Stairwell lights**



**Fig 12.7 Emergency lights turned on**

### XIII. Fire inspection (There can be different inspections for each of the items):

- Occurs annually
- Tests fire extinguishers
- Tests alarm panel
- Tests lights in stairwell

### XIV. Building Painting:

- Building was painted in June 2022
- Florida Paints – 10-year paint
- Will need to be painted again in 2032
- Contact Florida Paints for colors and types of paints used
  - Florida Paints & Coatings, LLC, Winter Garden, FL – 407-986-1000 or [floridapaints.com](http://floridapaints.com)
  - Florida Paints will also help with getting painting estimates

### XV. Docks:

- Bahia Mar has the rights to 8 boat slips which are leased
- Unit owners having a priority if they would like a lease
- Leases are annual and are administered by the property manager
- Boats cannot extend more than 28 feet from the sea wall to the outer most bay end of the boat. This is in our lease with the state of Florida for the docks.



**Fig 15.1 Docks**



**Fig 15.2 Docks looking south**



**Fig 15.3 Docks looking north**

## XVI. Shed:

- The shed on the east side of Tarpon Center Dr. houses both the trash/recycling bins and a storage area for unit owners use.
  - Trash pick-up Tuesday & Friday, Recycling pick-up is Monday.
- All owners have a key to the shed and any items stored there should be labeled with unit number.
- Sensor for the outside shed lights is located by the electric meter.



**Fig. 16.1 Shed**



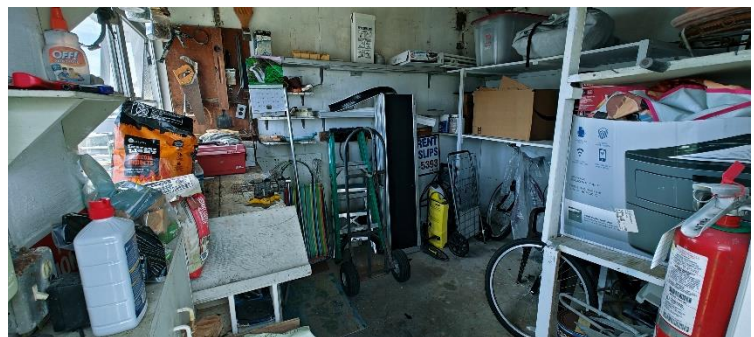
**Fig. 16.2 Trash & Recycling (south side)**



**Fig. 16.4 Door to shed storage room (north side)**



**Fig. 16.3 Sensor for shed lights**



**Fig. 16.5 Shed storage room**

## XVII. Building Keys:

- Ken Ruble (# 101) keeps the keys while he is here during the high season. Linda Long (#104) keeps the keys when the Rubles are not here.
- Every unit is required by law to have a key in this box available for emergency use.