

December 9, 2008

Dear Surf Club Association Member:

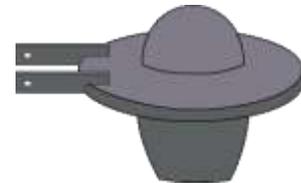
During the 2008 Hurricane Season the building incurred water intrusion into many units. It has been determined that the water intrusion in many cases is due to a lack of maintenance of the individual unit sliding glass doors and tracks. Ocean living is particularly difficult on these components therefore the maintenance is crucial to avoid damage to the tracks which allows water to seep into the interior walls of the units. Please follow the procedures below:

Use mild detergent and warm water to clean any salt and/or dirt from the track. Never use a screwdriver or other metal object to dig the grime out. Many times dirt and grime will build up in the door track causing more friction when you open the door. Salt build up corrodes the aluminum track and frame causing holes and cracks. Lubricate the door with Alum-A-Lube spray which is available at Hammock Hardware or Home Depot. Open and close the door repeatedly. Do this process for at least five minutes, this will allow the track to become fully lubricated.

The west facing window maintenance is also the responsibility of the Unit Owner. Keeping these windows clean and nice looking maintains the overall image of the Surf Club 1 Condominium. If your windows require touch up the Association recommends using Exterior Primer and Paint All-in-one Semi-Gloss in White which is available at any hardware store.

Over the last 2 months Steve has worked very hard to locate a water hammering effect in the walls of the North building. The noise is created due to the water valve on the toilet being insufficiently opened and/or the flapper valve within the toilet tank insufficiently sealing. In addition to the noise the association water bill has and will continue to increase with these water leaks, which directly affects the budget. Please follow the instructions below to inspect the flapper valve and check that the water valve, located under the exterior portion of the tank, is completely open when in use.

The flapper valve is located in the bottom of the tank. It seals the tank drain until the handle is pressed. When the flush handle is pressed, a linkage from the handle to the flapper valve pulls the stopper up and releases the water into the bowl. If this seal is not tight, leakage may occur. The leakage can result in the toilet unexpectedly refilling or making steady dripping or running water sounds.



Remove the tank lid. Turn off the water valve located under the tank. Flush the toilet to drain out the water. The flapper valve is at the bottom of the tank. The flapper valve should be clean and smooth. If the flapper has a build up of minerals or algae, has a rough surface or has become warped, it will not make a tight seal with the tank drain. Make sure there is some slack in the linkage from the handle to the flapper. If the linkage is tight, it might hold the flapper slightly open. If there is too much slack in the linkage, it may get between the flapper and drain and prevent it from sealing.

We would also like to remind all Unit Owners to **turn off their unit main water valve when leaving their unit for an extended period of time (2 or more days).**

Sincerely,

Raymond J. Saccardi for
Surf Club Board of Directors