

# SANTA MARIA CONDOMINIUM ASSOCIATION, INC.

## **Property Management Announcement**

Date: May 1<sup>st</sup>, 2022

The Santa Maria Condominium Associations (Santa Maria Master, Santa Maria I, Santa Maria II, and Santa Maria Dock) are pleased to announce that Infinity Property Management Firm, LLC has been chosen to be the new property management company for the associations.

Infinity Property Management Firm, LLC., is located on Bonita Beach Road in Bonita Springs, and Marquita Green is the President and CEO. She brings significant experience as a CAM in Southwest Florida. Infinity comes highly recommended, including an endorsement from our current financial company, Paragon Financial Services of Fort Myers. Infinity Property Management will provide a comprehensive administrative services package tailored to the needs of our association, such as:

1. Site inspections of the Santa Maria property, a minimum of 50 weeks per year from its convenient Bonita Springs location
2. Maintain a 24-hour emergency response system to receive and promptly respond to condo owners and the boards. To act upon and resolve condo owner requests that are the responsibility of the association in accordance with the declaration covenants
3. Assist and advise the boards as to their responsibilities under the declaration, by-laws, and rules and regulations of the associations
4. Enforce the established policies of the individual associations and their boards, including communications to residents who are in violation of covenants, rules, or regulations
5. Financial Services control will remain with the association, with Infinity working in an advisory capacity with the boards and Paragon Financial Services
6. Assist the association boards in all election processes
7. Assist the boards regarding insurance specifications and providing information on insurance programs and soliciting quotes
8. Assist and advise boards regarding budgets and reserves funding
9. Attend all association regular and annual board meetings

The contract with the association will officially begin May 1<sup>st</sup>, 2022, and the boards look forward to establishing a long-term relationship with Infinity Property Management.

Your Santa Maria Condominium Associations Board of Directors